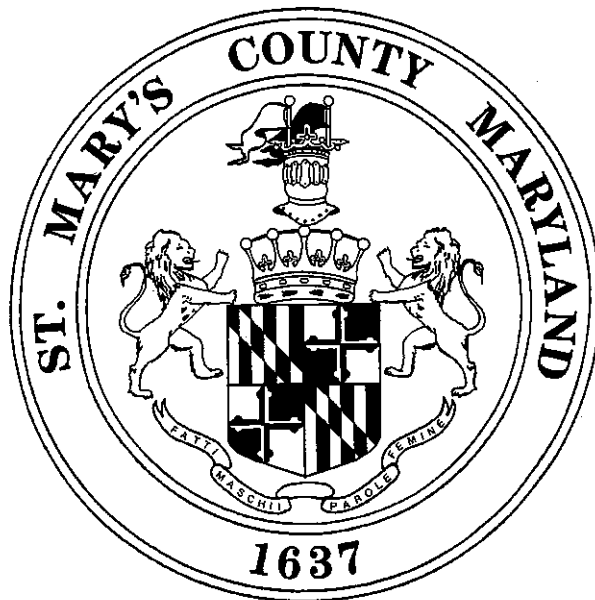


***Board of County Commissioners
For
St. Mary's County***



***APPROVED BUDGET
FISCAL YEAR 2013***

MISSION STATEMENT

St. Mary's County Government will:

- Be responsible and accountable to the County's citizens
- Provide high quality, cost effective and efficient services
- Preserve the County's environment, heritage, and rural character; and
- Foster opportunities for present and future generations.

Board of County Commissioners
For St. Mary's County

ST. MARY'S COUNTY, MARYLAND

APPROVED REVENUES AND APPROPRIATIONS
OPERATING AND CAPITAL BUDGETS

FISCAL YEAR 2013

ST. MARY'S COUNTY COMMISSIONERS

Francis Jack Russell, President
Cynthia L. Jones – 1ST District
Daniel L. Morris. – 2nd District
Lawrence D. Jarboe – 3rd District
Todd B. Morgan – 4th District

John Savich
County Administrator

St. Mary's County Government
Chesapeake Building
P.O. Box 653
41770 Baldrige Street
Leonardtown, Maryland 20650
(301) 475-4200

PREPARED BY:

DEPARTMENT OF FINANCE
ST. MARY'S COUNTY, MARYLAND

CHIEF FINANCIAL OFFICER
Elaine M. Kramer

DEPUTY DIRECTOR OF FINANCE
L. Jeannett Cudmore

BUDGET ANALYSTS
M. Carlotta Bell
Patricia L. Litten
Patricia M. Stiegman

SENIOR OFFICE SPECIALIST
Pamela A. Allen

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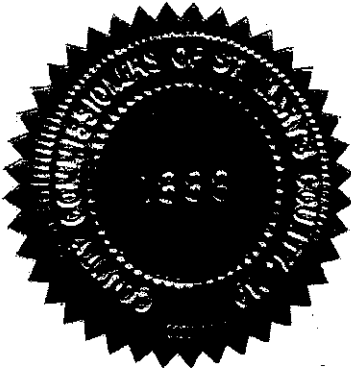
ST. MARY'S COUNTY
APPROVED OPERATING AND CAPITAL BUDGETS
FOR FISCAL YEAR 2012-2013

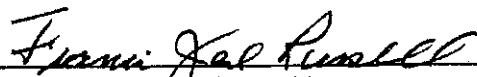
The Approved Budget for St. Mary's County for Fiscal Year beginning July 1, 2012 and ending June 30, 2013, as represented by the detailed and fully itemized statement contained within the "Approved Budget Document", is this date, May 29, 2012 approved by the Commissioners of St. Mary's County.


THIS DATE:

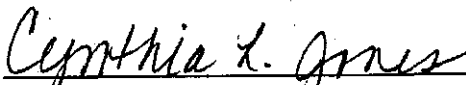
May 29, 2012

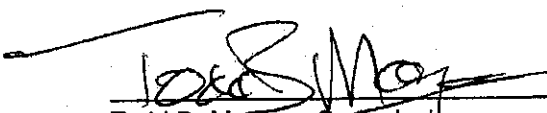
BY ORDER OF
THE COMMISSIONERS
OF
ST. MARY'S COUNTY




Francis Jack Russell, President


Lawrence D. Jarboe, Commissioner


Cynthia L. Jones, Commissioner


Todd B. Morgan, Commissioner


Daniel L. Morris, Commissioner

ATTEST:


John Savich
County Administrator


Elaine M. Kramer
Chief Financial Officer

FY2013 BUDGET MESSAGE

TO THE CITIZENS OF ST. MARY'S COUNTY:

This Approved Budget for St. Mary's County for FY2013 was approved on May 29, 2012. It reflects the allocation of estimated funding to the various entities, programs, and activities that serve the needs of this community. It is likely to be impacted by actions of the State Legislature, which had not completed the 2012 session when this Recommended Budget was approved. The most significant pending issues involve income taxes and the teacher pension shift, but there could be changes to State funding, State mandates affecting environmental issues or maintenance of effort for schools. The uncertainty is greater than ever before. All this is occurring against the backdrop of continued global economic uncertainty. Add to that the fact that the Secretary of Defense has proposed a BRAC in FY2015, and we know that we need to be careful and conservative so we retain the flexibility to address developments in each of these areas within our limited resources. The budget, though an annual document, considers the next several years, because we want to be sure that we can finish what we start. This is a pragmatic and realistic plan to address the needs and priorities of our community – one of the fastest growing in the State - but retains the flexibility to respond to economic and other changes in our future.

No Change in County Tax Rates

This budget is based on no change to our tax rates. The County's Income tax rate will remain at 3%. The County's Property tax rate will remain at \$.857, though State calculations indicate that for the second year in a row, we would need to increase that rate in order to generate the same revenues as the prior year. Maintaining the rate lower than the Constant Yield Tax Rate both years saves the taxpayers \$1 million.

Revenues are estimated to increase by \$9 million or 4.7% over FY2012. The income tax revenue for FY2013 reflects an assumed 5% growth. The FY2013 revenue increase of \$10.5 million is unusually large because the rate of growth assumed in the FY2012 budget was only 2%, so the FY2013 budget includes both "catch-up" due to higher growth in FY2012 and the 5% growth for FY2013. The estimated property tax revenue is less than 1% above FY2012, an increase of \$754,059, a direct impact of the decline in assessed values. With future assessed values projected by the State to be flat or decreasing, growth in our property tax revenue is expected to be about 1% to 2% for the next several years. From a total budget perspective that means revenue growth in the future budgets is projected to be less than 3%. So budget decisions for FY2013 will be evaluated for their impact on FY2014 and beyond.

Allocations Reflect Organizational Efficiency and Community Priorities

Funding for County departments is below FY2012 levels. Effective FY2013, the functions provided by Marcey House will be privatized and the Housing Authority will become a fully independent non-profit. County Department staffing will be at the 1999 level. Budget allocations for Elected Officials increased by almost \$1 million – principally for the Office of the Sheriff. The allocation funds 8 new positions, restores 2 frozen positions, and purchases 16 vehicles. Personnel costs for County employees include a 2% COLA, which was able to be funded within the FY2012 funding level, because of turn-over savings and reduced health and pension rates.

Allocations to boards and state agencies reflects a net increase of just under \$9 million. Of that total, the allocation to the Board of Education increases by \$8.6 million, though State mandated maintenance of effort currently would require only \$1.4 million. The County added \$2.2 million to address enrollment and cost changes. We set aside \$4.1 million for the teacher pension cost shift from the State, and \$1 million of fund balance that could be used for OPEB funding. Increased allocations to the state agencies reflect costs mandated by the State, without added State funding. The allocations to the Library and College of Southern Maryland increased 5.4% and 3.9%, respectively, including funds to address the pension shift from the State.

Though allocations to public schools and public safety have increased significantly, we continue to focus our efforts on streamlining County Government, including our role in funding independent non-profit agencies. County funding for a number of non-profit entities was reduced, and the Board is looking to these entities to identify and develop other sources of funding for the future.

Multi-Year Plan for Fund Balance

The June 30, 2011 audit reflects an unassigned general fund balance of \$30.1 million. Those savings are a result of actions and events that began in FY2007, when the County's revenues benefitted from a unprecedented levels of activity in the real estate market and double digit increases in assessed values. Not all of these revenue variances were committed to fund recurring operating costs, because we believed they were not sustainable. That cautious and pragmatic approach has enabled us to weather the economic downturn without dramatic reductions in county services. We took actions to reduce expenses, including freezing or eliminating positions; deferring the sale of bonds to save debt service; eliminating planned vehicle replacement, privatizing some programs and consolidating functions.

As a part of this budget process, we developed a multi-year plan to use that fund balance, committing funds to pay for things now that will reduce future operating costs. The plan does not apply all of that fund balance because we believe it is also important to have the flexibility to address needs when they arise. When Hurricane Irene hit St. Mary's County, we could apply \$3.3 million in fund balance to address the recovery efforts, without waiting months to find out if we were getting reimbursed. We had that flexibility to respond because we had the fund balance.

Of the \$30.1 million, \$10.560 million is used in FY2013, including pay-go funding for capital projects and supplemental funding of retiree health costs for the County, the Board of Education, and the Housing Authority. The effect of using fund balance for 1-time costs in FY2013 reduces future annual operating costs by about \$700,000. Our multi-year plan for fund balance, included in this document, is central to maintaining stability and future flexibility. We will not use fund balance for recurring costs, which would only create a revenue shortfall the next year.

The plan sets aside funds for FY2014 and FY2015 to pay down the unfunded liability for the Board of Education and the County OPEB trusts. It identifies \$10 million that may be used for pay-go capital project financing in FY2016, a time when we expect to have a clearer picture of a "normal" economy, the State budget situation, and BRAC. Certainly, we are positive and hopeful about this community's ability to support the activities of Pax River. We have set aside \$7.5 million of our fund balance for a BRAC infrastructure project that will be a funding source to address community infrastructure needs that might be identified during the BRAC evaluation of St. Mary's County's ability to continue to adequately support NAS Patuxent River. We revised the scope and adjusted the timing on several capital projects. We want to be sure that debt remains at affordable levels, and that we can fund operating costs of completed capital projects.

A Spending Plan That Positions the County to Address Community Priorities

This Recommended Budget, our proposed fiscal plan, was developed amid a lot of uncertainty. As we consider our final budget in May, we will consider the impact of significant State legislation and other developments to ensure that planned allocations are sustainable. The final budget must achieve a balance between available resources and spending. It must address this community's needs and priorities. And though the focus is the 12 months ending June 30, 2013, it must be a fiscal plan that can be sustained through the challenges of the next several years, to maintain the health and stability of this community.

We invite your comments either at our public hearing, scheduled for May 1st, beginning at 6:30 p.m. at Great Mills High School, or in writing. Your comments help guide our decisions when we balance this budget in May.

BOARD OF COUNTY COMMISSIONERS
FOR ST. MARY'S COUNTY, MARYLAND

THE ST. MARY'S COUNTY BUDGET PROCESS

The County budget consists of the current expense operating budget, the capital budget and program, and the budget message. It represents a complete financial plan of the County and reflects receipts and disbursements from all sources. The County budget formulation process begins in August for the fiscal year that begins on the following July 1. The steps in the budget process are as follows:

August/September

- Department of Finance works with Board of County Commissioners to set the budget calendar as well as the parameters to be used for budget development

October

- Spending units receive budget instructions, guidelines, and forms for the next fiscal year.

December

- General budget guidelines developed.
- Multi-year estimates of reserves and baseline expenses developed by Department of Finance working with departments
- Presentation of economic outlook to County Commissioners.
- Board of County Commissioners set budget parameters

January

- Capital budget requests presented to Board of County Commissioners.

February

- Staff review of operating and capital budget requests by County departments and agencies.
- Departments present Capital Budgets and plans to the Planning Commission for recommendation
- Spending units transmit budgetary requests to the Department of Finance.

March

- County Administrator and Finance develop a recommended budget for consideration to the County Commissioners.
- County Commissioners consider recommended budget impact on debt affordability.
- County Commissioners review and finalize a Recommended Budget.

April

- County Commissioners hold public hearing on Recommended Budget.

May

- Board of County Commissioners consider input received at the public hearings
- Commissioners direct the reconciliation of available resources, including revenues and fund balance, to the spending plan / budget.
- Commissioners develop a final budget.
- Commissioners adopt resolution approving a final budget and tax rates for the new fiscal year (required on or before June 1).

June

- Department of Finance prepares and distributes an approved summary operating and capital budget document.

July

- New fiscal year begins
- Budget Book Published and released

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READERS' BUDGET GUIDE

The **Introduction** includes information with respect to the County's budget process.

The **Operating Budget** section presents summary and detailed information concerning the General Fund revenue structure and projections. The General Fund expenditure structure is described; summary and detailed information is included by spending unit and departments. Spending unit budgets are individually presented by the following sections: County Departments, Elected Officials, State Agencies/Independent Boards, Non-County Agencies, and Other Budget Costs. Each spending unit budget displays a categorization of expenditures for the actual FY2011 expenditures, the approved FY2012, and the requested and approved FY2013 budgets. It also includes a description of the spending unit's programs and responsibilities, and highlights of the budget for FY2013. Performance indicators provide citizens and decision-makers with a clear understanding of both the size and scope of County services, as well as service and activity trends. Summary financial information is also presented on the County's Enterprise and Special Revenue Funds, Special Assessments Funds, and Fire/Rescue District Tax.

The **Capital Budget** section includes summary and detailed information relative to the Capital Improvements Fund and highlights of the FY2013 Capital Budget and Five-Year Capital Program (FY2014 to FY2018). Individual project pages are presented within the following project categories: Public Facilities, Highways, Marine, Solid Waste, Land Conservation, Recreation and Parks, Public Landings, and Public Schools. Each project page contains a project description, planning justification, location, project cost by phase and year, funding source, other background information/comments, discussion of changes from the prior approved budget/plan, and a section on impact on annual operating budget.

The **Appendix** provides supplemental information on the County government organization, authorized positions and salary schedules, the property tax and other local taxes, outstanding County debt, fund balance, and legal budgetary and fiscal procedures. It also includes demographic information about St. Mary's County and a brief history. A glossary of terms is also included.

FISCAL YEAR 2013 BUDGET – How to Read the Budget Page

Reading a typical budget page

Operating Budget

The budget document presents in a standard format, the operating budget for each department and spending unit. The typical budget page describes the functions of the organization, actual and estimated expenditures over a three-year period, and major highlights of the new budget. Quantitative indicators of workload and performance are also presented.

A TYPICAL OPERATING BUDGET PAGE

The name of the organization

Shows the budget of the organization by type of expense

Describes functions, activities, and goals of the organization positions

Specific quantitative measures of work to be performed or accomplished or results obtained

DEPARTMENT OF HUMAN RESOURCES

Division	FY2011 Actual	FY2012 Approved	FY2013 Request	FY2013 Approved
Human Resources	514,772	544,694	542,174	572,294
Risk Management	629,900	801,802	786,304	723,000
Grants	553	0	0	0
Total Department of Human Resources	1,145,225	1,356,496	1,328,478	1,295,294

Program Description

The Department of Human Resources is responsible for all personnel and benefits administration activities for the County workforce. This includes position classification, job advertising, applicant interviewing, testing, personnel actions, maintenance of personnel records, update and maintenance of the Personnel Manual, administration for the State Retirement and Pension System, and Plan Administration for the Sheriff's Office Retirement Plan, employee health and life insurance programs, unemployment compensation, as well as the Employee Assistance Program, Savings Bond Program, and a Length of Service Awards Program for local Volunteer Fire and Rescue Companies. The department also handles Risk Management, including the County's general liability and property insurance costs, and self-insured workers compensation, and is responsible for claims and risk management through activities and programs designed to reduce our risk and improve our loss experience.

Budget Highlights

The budget for the Department of Human Resources is \$1,295,294, a decrease of \$61,202 or 4.5% less than the prior year. This budget reflects an increase in professional services to assist Human Resources with review and update of position classifications county-wide. The increase is offset by decreased costs for liability insurance based on successful risk management efforts. Insurance for the STS buses is reflected in the Department of Public Works and Transportation, as a grant cost. Tuition reimbursement for County employees remains level with prior year funding.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Human Resources			
Employment Applications	2,036	1,528	1,250
New Hires (Includes PT, Temp, Sub, and Seasonal)	272	244	220
Retirees/Separations/Other	237	258	280
Employee Evaluations Processed/Tracked	667	623	620
Risk Management			
Risk Claims	208	249	229
Worker's Compensation Claims	92	81	87
Employee Safety Trainings Coord./Conducted	55	57	60
Number of Employees Attending Trainings	425	451	450
Safety/Loss Control Meetings Coord./Conducted	11	10	12

Funds requested in New Year

Funds approved in New Year

Original approved budget
Audited actual expense

Overview of the budget for the new year, including major changes from the prior budget

FISCAL YEAR 2013 BUDGET – How to Read the Budget Page

Reading a typical budget page

Capital Budget

A separate project page is presented for each capital project approved in either the budget year or planned for future program years. The project purpose and scope are described, estimated costs are broken down by project phase, and funding is indicated by specific revenue source. The specific location of the project is also indicated.

A TYPICAL CAPITAL BUDGET PAGE

Project Number

Specific capital project

Description of project purpose and scope

General budget category of capital project

Planning Details

Estimated costs of project phases over the next 5 years

Specific address

Prior years funding

Project expenses

Total estimated Project costs

Specific source of funds for project by year

Total funding for project

Funds appropriated in current year for the project

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION							
FDR Boulevard (MD4 to Pegg Rd.)	HW-1202	Highways							
DESCRIPTION:									
Construct a two lane residential access way from MD Route 4 to Pegg Road (NAS Pax River main gate). Complete the design and construction to help relieve congestion and reduce delays along the MD 235 corridor by providing an alternative means for residents to travel to and from shopping and work, especially in the Lexington Park development district. Project could remove up to 10,000 trips per day in portions of the MD 235 corridor. Right-of-way width needed is 66' for the roadbed, but a total of 80-100' is needed for the associated sidewalks, SWM, trails, temporary and permanent easements. Per SHA, the volume on MD 235 has increased from a three year average of 48,000 to approximately 59,000 vehicles per day in 2010.									
Phase / Location	Length (miles)	Land (\$)	Design (\$)	Construction (\$)					
MD 246 to Shangri-La Drive	0.2	\$ 800K	\$ 204K	1.12M					
Phase 2A Subtotal:	0.2 miles	\$ 800 K	\$ 204 K	\$ 1.112 M					
First Colony Boulevard to Old Rolling Rd	0.70	> \$ 2.41M	\$ 150K	\$ 3.89M					
Old Rolling Road to MD 237	1.00		\$ 415K	\$ 5.58M					
MD 237 to McArthur Blvd	0.52		\$ 225K	\$ 2.70M					
McArthur Blvd to Buck Hewitt Rd	0.28	> \$ 3.52M	\$ 204K	\$ 1.75M					
Buck Hewitt Rd to Pegg Road	1.00		\$ 402K	\$ 4.10M					
Phases 1 & 3 Subtotal:	3.50 miles	\$ 5.93 M	\$ 1.396 M	\$ 18.0 M					
Project Totals:	3.70 miles	\$ 6.533 M	\$ 1.60 M	\$ 19.112 M					
Completed to Date:		(\$ 1.75 M)	(\$ 0.788 M)	(\$ 0.031 M)					
Balance Needed:	3.70 miles	\$ 4.783 M	\$ 0.812 M	\$ 19.112 M					
The original project was anticipated to be 5.8 miles in length, includes a raised 8-20' median with extensive use of traffic calming devices (i.e., Narrow 10-11' wide lanes, chokers and round-a-bouts), 5' pedestrian / 6' bicycle accommodations, streetscaping / furniture / lighting, especially through residentially developed areas. Where dedication via development is not realized, land acquisition for the corridor is being actively pursued and funded. Ultimate typical section: curb, gutter, sidewalk and 6' bike lanes on both sides with a 20' median and 10' travel lane in each direction, plus turn lanes.									
PLANNING JUSTIFICATION: Approved Lexington Park Master Plan, Comprehensive Plan and Countywide Transportation Plan.									
A. In accordance with the Comprehensive Plan, an evaluation of new roads will be conducted to ensure they do not adversely impact cultural, historical and environmental features. Prior funding completed the survey, preliminary design, engineering report, environmental study, corridor alignment, and plan(s). A 1997 Feasibility Study was also completed in joint cooperation with the State Highway Administration.									
B. The Comprehensive Plan emphasizes transportation system preservation and the need to effect improvements and additions to the road network based on capacity, safety, traffic flow, level of service, land use, etc.									
COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:									
11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.									
P. 11-1									
LOCATION: 8th Election District. West of MD 235 from MD 4 to Pegg Road.									
APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
ARCHITECT/ENGINEERING	1,800,000	1,800,000	0	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	0
LAND / ESMT ACQUISITION	3,985,000	2,254,800	1,710,200	0	0	0	0	0	0
PHASES 1 & 3 CONSTRUCTION	18,000,000	0	0	0	6,000,000	8,000,000	6,000,000	0	0
PHASE 2 CONSTRUCTION	1,112,000	1,112,000	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
TOTAL COSTS	24,877,000	4,966,800	1,710,200	0	6,000,000	8,000,000	6,000,000	0	0
FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
COUNTY FUNDS:				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	0
COUNTY BONDS	20,903,938	3,488,278	540,880	0	5,550,000	5,692,500	5,662,500	0	0
LOCAL TRANSFER TAX	275,200	40,000	235,200	0	0	0	0	0	0
IMPACT FEES	3,038,522	1,438,522	475,000	0	450,000	337,500	337,500	0	0
GENERAL FUND TRANSFER	459,340	0	459,340	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
FEES IN LIEU	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	24,877,000	4,986,800	1,710,200	0	6,000,000	8,000,000	6,000,000	0	0

FISCAL YEAR 2013 BUDGET – How to Read the Budget Page

Reading a typical budget page

Capital Budget

A separate project page is presented for each capital project approved in either the budget year or planned for future program years. The project purpose and scope are described, estimated costs are broken down by project phase, and funding is indicated by specific revenue source. The specific location of the project is also indicated.

A TYPICAL CAPITAL BUDGET CONTINUATION PAGE

Project Number

CONTINUATION SHEET

Specific capital Project

Other Background Information/Comments

Prior Budget

Staffing Requirements

Discussion of Operating Budget Impact

Additional Impact on Operating Budget, if applicable

General budget category of capital project

Incremental operating costs of Project – over the next 5 years

Incremental operating costs in Current year for the project

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
FDR Boulevard (MD4 to Pegg Rd.)	HW-1202	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:
 Portions of the corridor may be dedicated by developers and/or partially constructed prior to 2011/2012. Property acquisition estimates are based on \$5-10/sf for residential properties and \$10-20/sf commercial properties. Impact fee and mitigation funding mechanisms are currently under review to help affect a more expedited implementation schedule for key elements of the Lexington Park and Countywide Transportation Plan. Appraisals are currently averaging approximately \$2,500 each. Addition of the project as a key element of the Lexington Park and Countywide Plans. The Countywide Transportation Plan was adopted by the Board of County Commissioners on 8-29-2006. Phase I Public Informational Meetings were held on 12-3-2007, 1-26-2008 and 7-1-2008. As directed by the BOCC on 2-10-2008, the County will build an interim partial section through the First Colony Development and the PUD will require the balance. Average construction cost for this project is \$1,053 per foot based on 2-24-2012 engineers estimate of the 100% design drawings. As of May 2009, estimated construction cost for a full roadway section (St. Mary's Market Place project) is \$1,185 per foot. The BOCC toured the FDR Corridor on March 1, 2011.

Phase 1: Design is 98% complete and the First Colony right-of-way deed was recorded in September 2011. Balance of property acquisition is underway with SHA assistance pending. Phase 2A: Design and construction is shown as Prior Approval with construction award anticipated by May 2012. Phase 3: Design from between MD 237 and Pegg Road is anticipated to begin in the Spring of 2012. In FY 2010, land acquisition funding for properties within the MD 4 to Pegg Road corridor were reduced; any acquisitions outside these phases or above the amount approved will require supplemental funding from the Board of County Commissioners. The Circuit Court for St. Mary's County completed a Judicial Review and made a final ruling on September 5, 2008. The County may choose to map all or a portion of the corridor, establish a time frame for reservations under the Z.O., enter into right-of-first refusal, plat all and/or a portion of the entire alignment per Article 66B and establish a time frame for purchase.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:
 Updated cost estimates and added the planned Phase 3 construction. A portion of the FY 2013 costs includes possible contract costs for property acquisition assistance by the State Highway Administration.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET						
DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	49,000	0	49,000
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	49,000	0	49,000

DISCUSSION OF OPERATING BUDGET IMPACT:
 Estimated roadway maintenance costs are between \$2-\$5 per linear foot. At 3.7 miles of construction, this equates to between 39,000-98,000 per year.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

TOTAL APPROVED FY 2013 BUDGET SUMMARY

<u>FUND DESCRIPTION</u>	<u>FY 2011 ACTUAL</u>	<u>FY 2012 APPROVED</u>	<u>FY 2013 REQUESTED</u>	<u>FY 2013 APPROVED</u>
General Fund	\$ 181,725,278	\$ 192,483,034	\$ 204,713,640	\$ 211,678,778
Enterprise Funds				
Recreation and Parks Activity Fund	2,075,058	2,521,137	2,766,394	2,771,154
Wicomico Shores Golf Fund	1,536,660	1,451,159	1,435,085	1,435,159
Solid Waste & Recycling	3,733,825	3,494,060	3,429,311	3,534,331
Special Revenue Funds				
Miscellaneous Revolving Fund	151,245	447,212	548,019	548,817
Special Assessments Fund	58,985	58,885	58,885	77,445
Emergency Services Support Fund	1,592,799	1,844,241	1,967,360	1,974,455
Other Operating Funds - Independent Boards (Non-Appropriated State, Federal, Miscellaneous Funds)				
Board of Education - General Operating	98,513,729	100,661,407	97,834,979	97,814,979
Board of Education - Restricted Fund	8,153,706	10,951,741	9,231,412	9,231,412
Board of Education - Revolving Fund	6,384,904	6,712,805	7,063,520	7,036,833
Board of Library Trustees	1,190,707	930,669	930,669	930,669
College of Southern Maryland	7,192,649	8,087,012	8,652,401	8,664,544
Total Operating Fund	312,309,545	329,643,362	338,631,675	345,698,576
Total Capital Projects Fund	\$ 38,801,379	\$ 25,918,673	\$ 17,361,699	\$ 32,480,053

THE TOTAL BUDGET FOR ST. MARY'S COUNTY

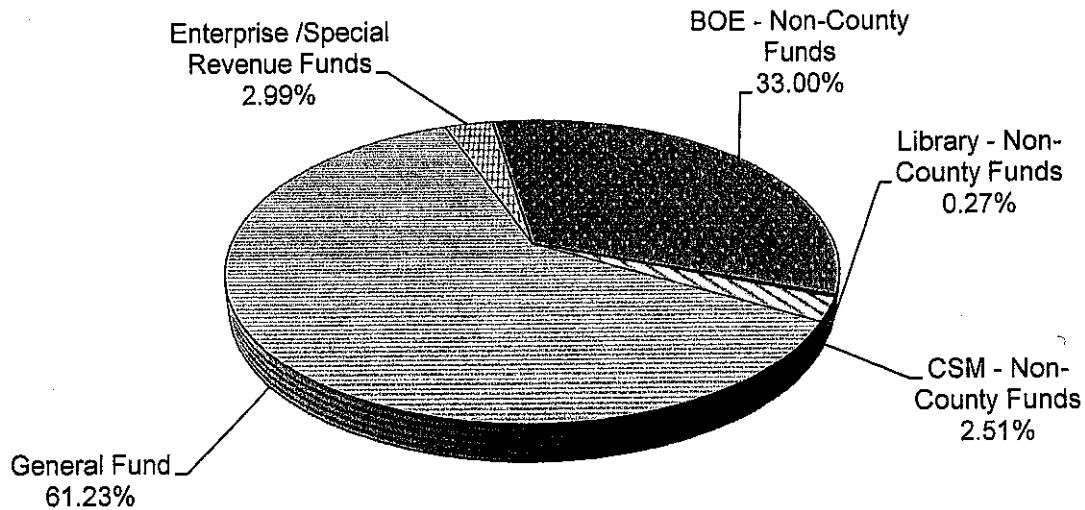
The General Fund is the portion of the budget where general tax revenues such as property and income taxes are collected, and where general expenditures such as the County's cost for education, law enforcement, highway maintenance, and libraries are reported.

Additionally, County expenditures are incurred in several other funds. There are two separate enterprise funds which account for the operations of various county-wide recreation programs and the operations of the County's public golf course, as well as the solid waste enterprise fund. There are also special revenue funds which account for the emergency services support tax, special tax district costs, and other miscellaneous programs. These miscellaneous revolving funds include several Department on Aging and Human Service activities. In addition to the County funding, the Library, Public Schools, and College of Southern Maryland receive significant resources from other sources, such as the State of Maryland, which are reflected as Other Operating Funds.

As part of the annual budget process, the Board of County Commissioners must also authorize the expenditure of State, Federal, and other revenues of the independent boards which manage the school system, public libraries, and the College of Southern Maryland. These revenues are received by the respective boards and not by the County government; thus, the revenues are not appropriated in the annual budget ordinance but are still authorized for expenditure by the Commissioners.

The combination of the general fund, enterprise funds, special funds, and the non-county operating funds of the independent boards comprise the entire operating budget for St. Mary's County. The Board of County Commissioners adopts a separate capital budget for the financing of long-term capital improvements.

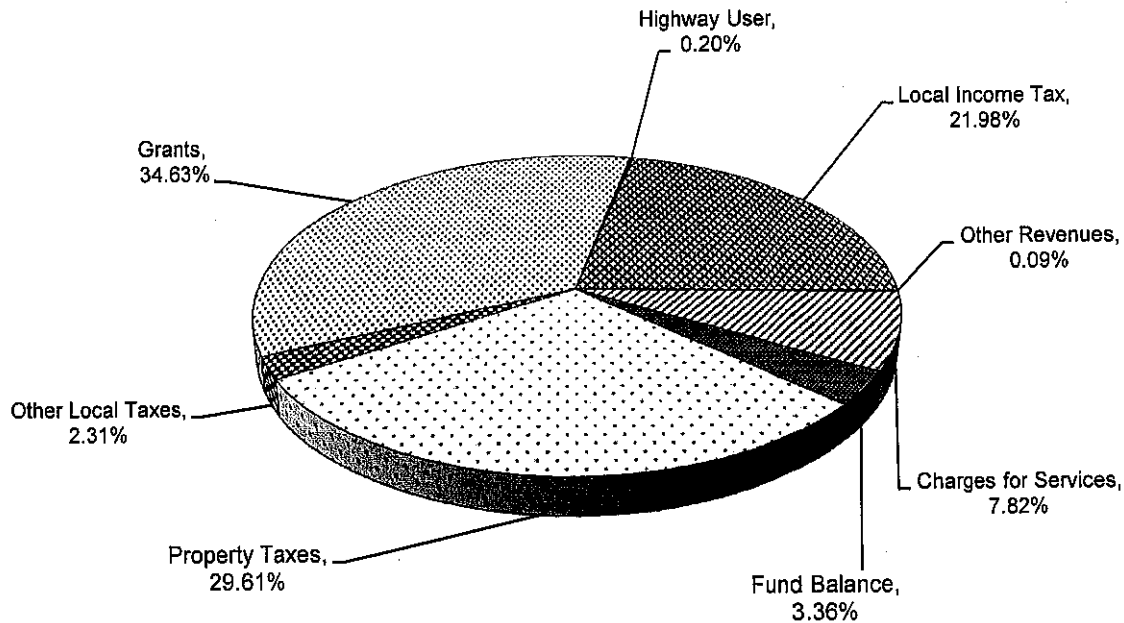
FISCAL YEAR 2013 TOTAL OPERATING BUDGET - BY FUND



General Fund	\$211,678,778
Bd. of Education - Non-County Funds	114,083,224
Enterprise / Special Revenue Funds	10,341,361
CSM – Non-County Funds	8,664,544
Library - Non-County Funds	<u>930,669</u>

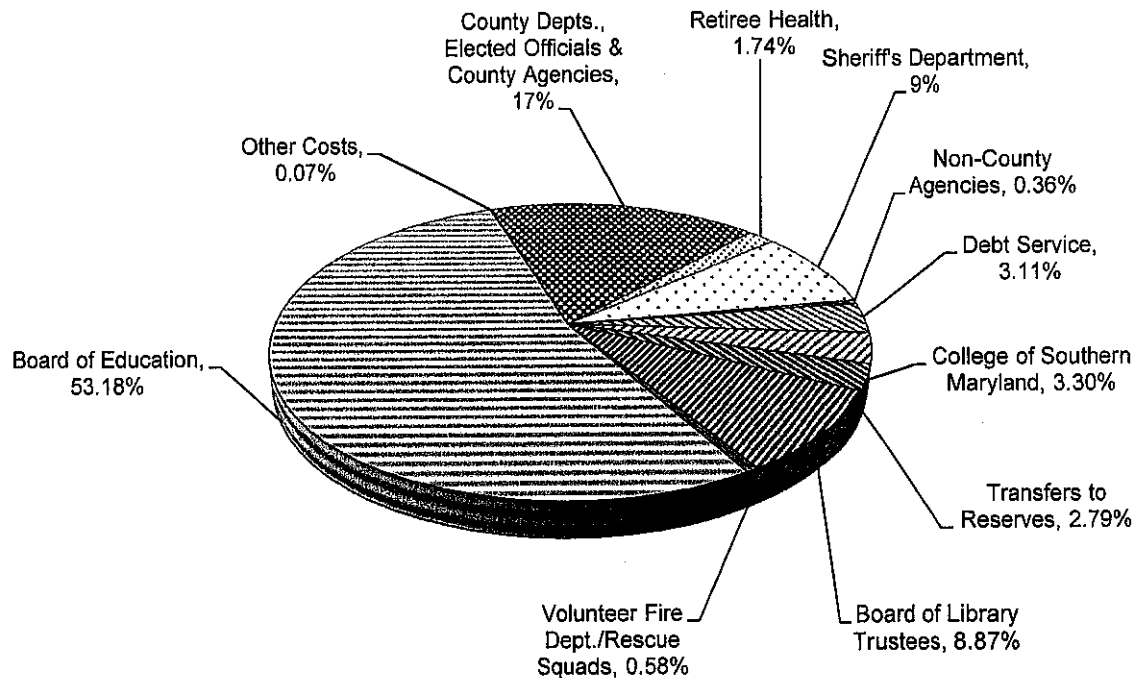
Total - All Funds	<u>\$345,698,576</u>
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FY 2013 TOTAL BUDGET - REVENUES



State / Federal Grants	\$119,708,994
Property Taxes	102,359,241
Local Income Tax	76,000,000
Charges for Services / Licenses / Fines	27,048,738
Other Local Taxes	7,985,000
Highway User Revenues	689,200
Other Sources	<u>287,200</u>
Sub-Total	334,078,373
Appropriation of Fund Balance	<u>11,620,203</u>
\$ 10,560,000 - by County	
\$ 1,000,000- by Board of Education	
\$ 60,203 - by Library	
Total Budget – Revenues	<u>\$ 345,698,576</u>

FY 2013 TOTAL BUDGET - EXPENDITURES



Board of Education	\$199,780,933
County Departments, Other Elected Officials & Co. Agencies	65,172,887
Sheriff's Department	31,728,919
College of Southern Maryland	12,405,833
Board of Library Trustees	3,334,873
Fire & Rescue Support	2,174,455
Non-County Agencies	1,343,355
Debt Service	12,493,113
Retiree Health (County)	6,540,000
Other Costs	261,000
Transfers to Reserves (including CIP Pay-go)	<u>10,463,208</u>
Total Budget-Expenditures	<u>\$ 345,698,576</u>

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GENERAL OPERATING FUND

APPROVED FY2013 BUDGET HIGHLIGHTS

Approved Operating Budget

Following represent brief highlights of budget changes between FY2012 and FY2013. For more detail, please refer to the appropriate sections of this Approved Budget Book.

GENERAL \$211,678,778 general fund budget, \$19,195,744 – or 10% more than the Approved FY2012.

This is comprised of revenues totaling \$201,118,778, a 4.9% increase over FY2012, as well as the application of \$10,560,000 in fund balance for non-recurring items. Additionally, as a part of the Approved Budget development, the Commissioners developed a multi-year plan for the application of the County's unassigned fund balance.

Significant changes are addressed below.

Revenues

Property Tax Rate remains at \$.857 per \$100 of assessed value. We did not adjust to the Constant Yield Tax Rate of \$.8608, which would have increased revenues by approximately \$500,000. Property tax revenue is estimated to increase \$943,936 over the FY2012 budget – to \$100.4 million, an increase of less than 1%. This is estimated using the State's estimated assessed value, with the County's tax rates applied. The County continues to cap the increase in taxable assessed value at 5% for primary residences. The programs that further limit property tax increases for qualifying seniors are also continued. The revenue estimate is also net of the \$700,000 cost shift by the State for the Local Assessor's Office.

Local Income Tax Rate for St. Mary's County remains at 3% of net taxable income. Income tax revenues are projected to increase \$10.5 million over the FY2012 budget. Approximately \$5 million of the increase is attributable to the use of a 2% growth rate when we developed the FY2012 budget estimate; and was used at the time because our prior 2 year average growth rate was just under 2%. This FY2013 estimate uses a 5% annual growth assumption, which is consistent with our 6 year average growth rate. Recognizing that tax year is different than fiscal year, we estimate the tax year amounts and then recognize each half of the year in the fiscal year to which it belongs. For example, FY2013 is based upon half of estimated tax for calendar/tax years 2012 and 2013. We also included \$2.3 million as an estimated distribution the State makes of unallocated receipts, penalties, and interest. The estimate does not reflect legislation enacted by the State during their Special Session; we will monitor this during the year to see if a change is warranted or to be considered in developing the FY2014 budget.

Other local taxes increased by less than 1% to a total of \$7,985,000. Each of these taxes has different patterns of activity during the year and the estimates for FY2013 are based on the FY2012 amounts to date, compared to prior trends. Rates remain unchanged.

Highway User revenue is a formula distribution by the State of motor fuel and vehicle titling taxes and registration fees, which has been severely reduced as a part of the State budget balancing. State estimated revenues for St. Mary's are \$689,200, an increase of \$319,752. Although an increase, it is lower than the FY2008 amount of \$8 million.

Charges for Services revenue is projected to decrease from \$5,126,149 in FY2012 to an estimated \$3,508,414 in FY2013. The largest decrease is the \$1.2 million reimbursement from the Housing Authority, principally for staffing costs; the same reduction is reflected in expenditures in the DECD Department, including the elimination of 20 positions. These activities will continue to function as the Housing Authority, but as a fully independent entity. Reimbursement of almost \$180,000 from the Board of Education for grass cutting costs paid to contractors has also been removed from the budget, along with the related expenses. The Board of Education will have full responsibility.

State and Federal Grants are projected to be \$11,420,830 in FY2013, which is 6.7% lower than the Approved FY2012. This category includes both "recurring" grants, such as STS and Aging & Human Services, as well as, other grants that are not recurring. The largest decrease is in the Emergency Services & Technology Department in the Emergency Numbers Board Grant and Homeland Security of \$1.3 million combined. Under the Emergency Numbers Board Grant, the new Enhance 911 Verizon equipment system was purchased in FY2012, and audio/visual tag readers for the Sheriff's Office and monitoring/live traffic cameras for assessing conditions during emergencies are identified for purchase under the prior Homeland Security Grant which extends into several years.

Fund Balance

A plan to use the balance of the unassigned in future years (FY2014 through FY2016) includes Pay-go for capital projects to reduce the amount of debt needed and additional infusions to the County and BOE OPEB trusts. Not all of the unassigned fund balance is programmed, to allow flexibility to react to immediate unplanned needs. For example, in August and September 2011, the County was able to react quickly to the needs of its citizens in the wake of Hurricane Irene, precisely because it had uncommitted fund balance.

The June 30, 2011 audit reflects an unassigned general fund balance of \$30,156,455. This fund balance is the result of actions and events that occurred beginning in FY2007 and FY2008, when due to the economy, real estate related revenues exceeded budget. Not all of these revenue variances were committed to fund recurring operating costs, because they were not expected to remain at those levels and they did not. As the economic downturn materialized, we cut expenses, generating savings from turn-over and other personnel actions, including freezing or eliminating positions, deferred the sale of bonds to save debt service, eliminated planned vehicle replacement, etc. The fund balance consists of about 1/3 saved revenues and 1/3 cost saving measures. In addition, in FY2011, we had a positive variance in income tax revenue of almost \$12 million. The distributions by the State during each year are based on income tax data that is almost 2 years old. While they distributed \$72 million to us, the State reports of our 2010 income tax (the latest available) were \$65 million. Indications are that when the 2011 tax returns are filed and the State reconciles its distributions to tax returns actually filed for St. Mary's County, it is likely that we will see a negative impact in our distributions June through November of 2012.

Given the volatility of the economy, the significance of State legislation, the potential impacts of changes to federal defense spending or a potential BRAC, and the general economy, the Board determined that a multi-year plan to use unassigned fund balance was warranted. As a part of the budget approval, the Board approved a multi-year plan.

This budget applies about \$10,560,000 to the FY2013 budget:

\$1,060,000 to fund the accrued liability for retiree health benefits for the housing employees, since the Housing Authority will be an independently operating entity

\$7.5 million for a capital project for BRAC infrastructure improvements. This project positions the County to respond quickly to infrastructure needs

\$1,000,000 each for supplemental payments to the County and Board of Education retiree health (OPEB) trusts – to reduce the unfunded liability

Expenses

Personal services for County departments and Elected Officials reflect:

Savings of almost \$1.3 million from turn-over and reduced costs of fringe benefits

Elimination of 27.5 positions, which includes privatization of Marcey House, separation of the Housing Authority and elimination of 3 positions in County Departments

Addition of a deputy director for Emergency Services & Technology

1 net additional position in LUGM that had previously been frozen

6 additional deputies for the Sheriff's Office, which includes 4 for the community policing initiative in Lexington Park

Gang intelligence officer and Senior Office Specialist and two positions unfrozen also in the Sheriff's Office

No merit or its equivalent

2% COLA

Pay scale adjustment to include the FY2012 stipend

No position reclassifications

Vehicle replacements - \$1.4 million will be financed over 5 years to replace 25 vehicles, including 10 for the Sheriff's Department; also new vehicles for each of the 6 deputies, at a cost of \$409,746, to be financed over 5 years

Operating allocations for the Department of Health, Department of Social Services and Soil Conservation have increased, principally to offset decreases in State funding as well as increased State generated costs, principally State mandated compensation increases for State employees for which funding is not provided by the State .

Board of Education funding from the County totals \$85,697,709; State-mandated maintenance of effort requires \$78,397,784, to which the County added \$2,183,978. In addition, the County included \$4,115,947, of which \$2,485,697 is for the Pension Shift from the State and the remaining \$1,630,250 will be allocated to the BOE's OPEB trust. This represents a 9.9% increase in funding. To that, the County added a one-time allocation of \$1 million from the County's fund balance to be added to the BOE's OPEB trust.

College of Southern Maryland allocation increased by \$138,859, bringing the total County allocation to \$3.741 million; this includes increases for employees, Water Safety Training Pilot for 5th graders, and an additional \$99,000 to the OPEB trust for the employees at the Leonardtown Campus (this had been identified for the Pension Shift from the State in the Recommended Budget).

County funds allocated to the Library increased by \$123,166, including \$73,000 of additional OPEB (this had been allocated to the Pension Shift from the State in the Recommended Budget).

County funding allocated to most of the independent non-profit entities was reduced below the FY2012 level. The total for this category is \$108,898 less than FY2012. No new entities were added.

Other Budget Costs

Employer contributions for retiree health costs for the County employees is increasing by \$293,763 to fund the annual required costs; \$1 million from fund balance will also be transferred to the trust to pay down the unfunded prior accrued liability.

Employer contributions for unemployment are increasing \$134,000 over FY2012, based on both the extension of benefits and increased numbers.

Debt service increases by a net \$448,631, reflecting the assumed sale of \$20 million of general obligation bonds in FY2013 to fund capital projects authorized in prior years.

Transfers & Reserves

Includes \$9,763,208 of CIP Pay-Go to fund capital projects. Of this, \$1,169,000 is funded by 1 time debt service savings from the November 2011 bond refunding; \$7.5 million is fund balance used to fund the BRAC infrastructure project, and \$1,094,208 is from recurring sources.

Includes \$200,000 to maintain a Bond Rating Reserve equal to 6% of revenues

Sets aside a Reserve for Emergency Appropriations of \$500,000, which is consistent with past years to address unbudgeted expenditures, such as severe weather related events, or grant opportunities that may require a match, or shortfalls where departments or elected officials are unable to realign within their own budgets.

GENERAL FUND REVENUE STRUCTURE

St. Mary's County General Fund Revenues are categorized into several classifications for estimating and recording purposes. The broad revenue classifications are broken-down further into specific accounts. The revenue classifications include the following:

Property Taxes - Includes all revenues from real and personal property taxes, penalties and interest, and property tax credit adjustments.

Income Taxes - Local subdivisions in Maryland levy a percent of tax based upon individual State taxable income.

Other Local Taxes - Includes admissions and amusement taxes, recordation taxes, CATV franchise tax, energy taxes, trailer park tax, and public accommodations tax.

Highway User - The County's allocation of revenues collected by the State of motor fuel taxes, vehicle titling taxes and registration fees.

Licenses and Permits - Revenues received from individuals, firms, and corporations who must have a license or permit to engage in a particular trade, business, or activity. Examples include alcohol beverage licenses, trader's licenses, amusement licenses, building permits, grading permits, and plumbing permits.

Charges for Services - Fees and charges assessed by the County to offset the costs of various services. Examples include zoning and subdivision fees, sheriff's fees, inspection fees, client fees, 911 fees, landfill tipping fees, and various correctional program fees.

Fines and Forfeitures - This classification relates primarily to revenues generated within the judicial system.

State/Federal Grants - Revenues received from State and Federal governments. This revenue can take the form of a general formula principally aid (e.g. Police Protection Aid) or specific program grants (e.g. Aging - Title III - Congregate Meals)

Other Revenues - Includes investment income, tax sale revenue, grant program contributions and donations, and miscellaneous sources.

Fund Balance - Use of prior year fund balance as a funding source for the current budget, used principally to fund non-recurring costs and, at times, revenue replacement if shortfalls are expected to be temporary.

FY2013 BUDGET REVENUES - SUMMARY

REVENUE SOURCE	FY2011	FY2012	FY2013	INCREASE (DECREASE) OVER FY2012	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PER CENT
Total, Property Taxes	99,665,180	99,515,305	100,459,241	943,936	0.9%
Total, Income Taxes	71,984,221	65,500,000	76,000,000	10,500,000	16.0%
Total, Other Local Taxes	7,784,198	7,925,000	7,985,000	60,000	0.8%
Total, Highway User	514,290	369,448	689,200	319,752	86.5%
Total, Licenses and Permits	620,798	659,723	660,393	670	0.1%
Total, Charges for Services	4,861,879	5,126,149	3,508,414	(1,617,735)	-31.6%
Total, Fines and Forfeitures	196,671	142,500	108,500	(34,000)	-23.9%
Total, State/Federal Grants	9,789,165	12,242,598	11,420,830	(821,768)	-6.7%
Total, Other Revenues	197,824	319,700	287,200	(32,500)	-10.2%
	195,614,226	191,800,423	201,118,778	9,318,355	4.9%
Appropriation of Fund Balance:					
Fund Balance - Operations	3,500,000	682,611	0	(682,611)	-100.0%
Fund Balance - CIP Pay-Go	0	0	7,500,000	7,500,000	100.0%
Fund Balance - County OPEB	0	0	1,000,000	1,000,000	100.0%
Fund Balance - BOE OPEB	0	0	1,000,000	1,000,000	100.0%
Fund Balance - Housing OPEB	0	0	1,060,000	1,060,000	100.0%
Fund Balance -Next Gen 911	955,000	0	0	0	0.0%
Total - Other Financing Sources	4,455,000	682,611	10,560,000	9,877,389	1447.0%
TOTAL, GENERAL FUND SOURCES	<u>\$200,069,226</u>	<u>\$192,483,034</u>	<u>\$211,678,778</u>	<u>\$19,195,744</u>	<u>10.0%</u>

FY2013 BUDGET REVENUES - DETAIL

REVENUE SOURCE	FY2011	FY2012	FY2013	INCREASE (DECREASE) OVER FY2012	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PER CENT
PROPERTY TAXES					
Real Property - Full Year	94,401,288	94,701,672	95,977,223	1,275,551	1.3%
Real Property - Half Year	362,765	363,047	266,744	(96,303)	-26.5%
Personal Property	111,711	162,061	164,077	2,016	1.2%
Public Utilities	2,335,226	2,351,338	2,232,093	(119,245)	-5.1%
Ordinary Bus Corporation	3,053,515	3,078,437	3,117,467	39,030	1.3%
Additions and Abatements	(974,527)	(800,000)	(1,000,000)	(200,000)	25.0%
Penalties and Interest	832,716	890,000	900,000	10,000	1.1%
Enterprise Zone Credit	(109,082)	(85,000)	(110,000)	(25,000)	29.4%
Homeowners Tax Credit (County)	(737,405)	(680,000)	(800,000)	(120,000)	17.6%
Other Tax Reimbursement	(2,192)	(10,000)	(10,000)	0	0.0%
Payments In Lieu of Taxes	282,756	250,000	382,887	132,887	53.2%
Senior Tax Cap Credit	(370,059)	(400,000)	(425,000)	(25,000)	6.3%
Sprinkler Tax Credit	0	(26,250)	(26,250)	0	0.0%
Senior Tax Credit (County)	(200,236)	(200,000)	(250,000)	(50,000)	25.0%
Local State Assessors Fee	0	(700,000)	(700,000)	0	0.0%
State Homeowners Credit	737,405	680,000	800,000	120,000	17.6%
Tobacco Barn Tax Credit	(58,701)	(60,000)	(60,000)	0	0.0%
Total, Property Taxes	99,665,180	99,515,305	100,459,241	943,936	0.9%
INCOME TAXES					
Local Income Tax	71,984,221	65,500,000	76,000,000	10,500,000	16.0%
Total, Income Taxes	71,984,221	65,500,000	76,000,000	10,500,000	16.0%
OTHER LOCAL TAXES					
Admissions and Amusement	72,649	100,000	80,000	(20,000)	-20.0%
CATV Franchise Fee	844,571	800,000	880,000	80,000	10.0%
Energy Taxes	1,367,676	1,400,000	1,400,000	0	0.0%
Public Accommodations Tax	788,690	750,000	850,000	100,000	13.3%
Recordation Taxes	4,436,443	4,600,000	4,500,000	(100,000)	-2.2%
Trailer Park Tax	274,169	275,000	275,000	0	0.0%
Total, Other Local Taxes	7,784,198	7,925,000	7,985,000	60,000	0.8%
Shared Revenues					
Highway Users Revenue	514,290	369,448	689,200	319,752	86.5%
Total, Shared Revenues	514,290	369,448	689,200	319,752	86.5%
LICENSES AND PERMITS					
Amusement Licenses	7,505	7,500	7,500	0	0.0%
Animal Licenses	5,431	6,000	6,000	0	0.0%
Auto Tag Fees	1,787	2,900	2,900	0	0.0%
Beer, Wine, Liquor Licenses	88,518	90,500	90,470	(30)	0.0%
Beer, Wine, Liquor Transfer	625	1,500	800	(700)	-46.7%
LUGM Inspections & Compliance	54,770	53,500	58,500	5,000	9.3%
LUGM Permits	304,612	340,000	340,000	0	0.0%
Marriage Licenses	5,870	6,000	6,000	0	0.0%
PW & T Constr. & Inspections-Materials Testing	5,022	5,123	1,523	(3,600)	-70.3%
Taxicab Licenses, Peddlers & Bingo	387	700	700	0	0.0%
Traders Licenses	146,271	146,000	146,000	0	0.0%
Total, Licenses and Permits	620,798	659,723	660,393	670	0.1%

FY2013 BUDGET REVENUES - DETAIL

REVENUE SOURCE	FY2011	FY2012	FY2013	INCREASE (DECREASE)	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PER CENT
CHARGES FOR SERVICES					
Food - Adult Medical Services	38,807	0	0	0	0.0%
Circuit Court Juror Fee Reimbursement	23,265	40,000	40,300	300	0.8%
Corrections - Home Detention	31,073	46,584	46,584	0	0.0%
Corrections - Housing State Prisoners	150,435	54,405	100,000	45,595	83.8%
Corrections - Inmate Medical	288,499	0	0	0	0.0%
Corrections - Juvenile Transport	45,534	46,176	46,176	0	0.0%
Corrections - Sex Offender Fees	5,800	2,400	2,400	0	0.0%
Corrections - Weekenders Fees	10,298	7,904	7,904	0	0.0%
Corrections - Work Release Fees	69,060	63,460	63,460	0	0.0%
DECD Housing Authority Reimbursement	1,073,581	1,316,027	40,679	(1,275,348)	-96.9%
DECD-CDC Reimbursement	16,858	17,582	16,884	(698)	-4.0%
Dodge Reports	400	480	480	0	0.0%
DPW & T Development Review	2,055	500	500	0	0.0%
DPW & T Engineering Services	97,412	89,445	92,452	3,007	3.4%
DPW & T Highways Fees	12	0	0	0	0.0%
DPW & T & Aging Passenger Fees & Other Income	314,923	394,350	394,350	0	0.0%
DPW & T Airport Charges	70,330	50,000	50,000	0	0.0%
General Gov't - Other Fees	230	286	286	0	0.0%
HR-EAP Reimbursement	11,009	9,627	7,845	(1,782)	-18.5%
HR-LGIT Training	553	0	0	0	0.0%
LUGM Board of Electrical Examiners	18,020	7,150	7,150	0	0.0%
LUGM Boards & Commissions	10,840	9,840	9,840	0	0.0%
LUGM Comprehensive Planning	10,625	10,500	10,500	0	0.0%
LUGM Concept Site Plan Review	1,415	1,500	1,500	0	0.0%
LUGM Development Services	113,870	124,100	123,670	(430)	-0.3%
LUGM Other Income/Advertising	1,550	1,500	1,500	0	0.0%
LUGM Zoning Administration	5,500	10,000	10,000	0	0.0%
Maps & Publications	1,866	0	0	0	0.0%
Marcey House Client Fees	38,056	32,137	0	(32,137)	-100.0%
Noxious Weed Fees	16,198	16,900	16,900	0	0.0%
Other Revenue	117,212	137,000	137,000	0	0.0%
Other Rev - Admin Recovery	148,198	280,000	80,000	(200,000)	-71.4%
Public Safety - 911 Service Fees	628,171	700,000	700,000	0	0.0%
Public Safety-Tower Revenue	81,593	97,417	97,417	0	0.0%
R & P Grass Cutting	146,480	182,582	3,250	(179,332)	-98.2%
R & P Finance Service Fee	29,976	0	0	0	0.0%
R & P Museum	21,431	23,000	23,000	0	0.0%
Regional Library	19,651	21,000	21,000	0	0.0%
Rents and Concessions	3,430	46,759	32,649	(14,110)	-30.2%
Security Interest	640	2,200	0	(2,200)	-100.0%
Sheriff - Alcohol Enforcement	100,292	102,337	105,435	3,098	3.0%
Sheriff - Fingerprinting	2,810	3,000	3,000	0	0.0%
Sheriff - Overtime Reimbursements/Other	44,937	30,000	35,000	5,000	16.7%
Sheriff - Town Patrol	42,218	46,967	46,967	0	0.0%
Sheriff's - Fees	98,003	120,200	120,200	0	0.0%
Sheriff's - So MD Info Center - Other Grant	20,362	50,000	50,000	0	0.0%
Sheriff's - NADDI Law Enforcement -Other Grant	0	0	5,000	5,000	100.0%
Social Services Reimbursement	82,953	91,174	88,187	(2,987)	-3.3%
State Office Building	728,758	734,807	770,096	35,289	4.8%
States Attorney Client Fees	582	300	300	0	0.0%
States Attorney Reimbursement	52,555	61,000	55,000	(6,000)	-9.8%
Town Run Connection Fees	0	20,000	20,000	0	0.0%
Washington Gas Light Co.	23,553	23,553	23,553	0	0.0%
Total, Charges for Services	4,861,879	5,126,149	3,508,414	(1,617,735)	-31.6%

FY2013 BUDGET REVENUES - DETAIL

REVENUE SOURCE	FY2011	FY2012	FY2013	INCREASE (DECREASE)	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PER CENT

FINES AND FORFEITURES

Alcohol Beverage Fines	5,650	1,000	4,000	3,000	300.0%
Animal Control Fines	3,415	4,000	4,000	0	0.0%
Asset Forfeiture Revenues	2,454	35,000	0	(35,000)	-100.0%
Court Fees, Fines, Forfeitures	173,403	85,500	85,500	0	0.0%
LUGM Fines	1,700	5,000	5,000	0	0.0%
R&P Fines	350	0	0	0	0.0%
SA Other Fines & Forfeitures	9,699	12,000	10,000	(2,000)	-16.7%
Total, Fines and Forfeitures	196,671	142,500	108,500	(34,000)	-23.9%

STATE/FEDERAL GRANTS

Aging & Human Services

Guardianship	6,600	6,600	6,600	0	0.0%
Medicaid Waiver	117,912	126,598	116,528	(10,070)	-8.0%
Money Follows Person	1,238	31,302	0	(31,302)	-100.0%
Nutrition (Senior)	48,387	48,387	48,387	0	0.0%
Ombudsman (State & Elder)	26,782	26,654	26,231	(423)	-1.6%
Retired Senior Volunteers (RSVP)	32,957	39,260	76,365	37,105	94.5%
Senior Care	114,783	113,783	108,334	(5,449)	-4.8%
Senior Info. & Assistance	9,680	9,680	9,680	0	0.0%
Senior Health Insurance Program (SHIP)	14,860	14,600	25,576	10,976	75.2%
Title III B - Community Services	67,648	71,337	71,337	0	0.0%
Title III C1 - Congregate Meals	95,404	87,277	87,277	0	0.0%
Title III C2 - Home Del. Meals	52,226	43,979	43,979	0	0.0%
Title III D - Preventive Health	7,376	9,000	9,000	0	0.0%
Title III E - Caregiver	32,243	29,945	29,945	0	0.0%
ARRA09 Congregate Meals	6,969	0	0	0	0.0%
ARRA09 Home Delivery	1,903	0	0	0	0.0%
CAMM / Sr. Medicare Patrol & Expansion	8,832	16,275	11,649	(4,626)	-28.4%
MIPPA & ACA-MIPPA	3,800	12,898	9,423	(3,475)	-26.9%
NSIP (Nutrition Services)	64,111	49,017	49,017	0	0.0%
Senior Center Operations Program	25,471	16,625	0	(16,625)	-100.0%
Senior Rides	21,990	23,437	23,437	0	0.0%
VEPI	6,817	6,817	6,817	0	0.0%
After School Program - LMB Grant	62,320	62,320	62,320	0	0.0%
Alcohol & Drug Abuse Council - ADAA	4,521	5,000	5,000	0	0.0%
Buprenorphine Initiative Funds - ADAA	2,685	9,760	9,760	0	0.0%
Drug Screening Grant (Fmr. CASA Start) - LMB Gra	70,000	70,000	20,000	(50,000)	-71.4%
Client Support Funds - CSA	10,070	10,679	10,679	0	0.0%
CSA 5 County Administration	14,200	12,222	12,222	0	0.0%
CSA Administration	188,383	188,383	188,383	0	0.0%
DHR Domestic Violence	87,160	88,160	0	(88,160)	-100.0%
DHR Rape Crisis	37,412	44,884	0	(44,884)	-100.0%
DHR Sexual Assault Prevention	8,192	0	0	0	0.0%
DHR VOCA	41,666	0	0	0	0.0%

FY2013 BUDGET REVENUES - DETAIL

REVENUE SOURCE	FY2011	FY2012	FY2013	INCREASE (DECREASE)	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PER CENT
STATE/FEDERAL GRANTS - Continued					
<u>Aging & Human Services - Continued</u>					
Emergency Psychiatric Services - CSA	68,592	47,423	0	(47,423)	-100.0%
Emergency Solutions Grant (Fmr. Shelters Grant)	19,400	24,900	28,450	3,550	14.3%
Health Position / ADAA Administration	63,285	66,708	59,713	(6,995)	-10.5%
Highway Safety	100,926	0	0	0	0.0%
Homeless Shelter - CSA	3,180	3,180	3,180	0	0.0%
Intermediate Care/ Anchor Residential- ADAA	1,793,223	785,216	780,220	(4,996)	-0.6%
Jail Mental Health Services - CSA	38,221	38,221	38,221	0	0.0%
Jail Psychiatric Services - CSA 5 County	66,000	66,000	66,000	0	0.0%
Drug Court - ADAA	104,622	104,622	104,622	0	0.0%
LMB Administration	61,744	65,000	65,000	0	0.0%
Local Access Plans - LMB Grant	92,043	92,023	92,043	20	0.0%
Mentoring Program - LMB Grant	0	0	50,000	50,000	100.0%
Outpatient Addict TCA - ADAA	53,919	53,918	53,918	0	0.0%
PATH	45,899	45,950	45,950	0	0.0%
Prevention Program - ADAA	103,930	75,198	95,161	19,963	26.5%
MD Strategic Prevention - ADAA	0	33,475	33,475	0	0.0%
Shelter Care Plus	144,659	160,523	160,523	0	0.0%
STOP & Standard (Fmr Marcey Hs) - ADAA	203,658	197,548	182,711	(14,837)	-7.5%
TEFAP (The Emergency Food Assistance Prog)	14,863	8,000	8,000	0	0.0%
Three Oaks Homeless Shelter Crisis Grant	67,241	67,241	67,241	0	0.0%
Walden Compass-Anchor Residential - ADAA	0	450,746	493,387	42,641	9.5%
Walden Counseling Center - ADAA	816,292	0	0	0	0.0%
Outpatient Addictions CH - ADAA	0	278,988	323,249	44,261	15.9%
Outpatient Addictions LP - ADAA	0	302,235	390,094	87,859	29.1%
Outpatient Addictions CA - ADAA	0	159,337	82,530	(76,807)	-48.2%
Compass Residential Services - ADAA	0	496,810	496,810	0	0.0%
HIV Prevention Services - ADAA	0	33,450	35,854	2,404	7.2%
Recovery Oriented Systems of Care (ROSC)	0	0	156,160	156,160	100.0%
Walden Counseling CRF - ADAA	203,726	203,726	204,311	585	0.3%
Wellness & Recovery - CSA	114,330	114,330	114,330	0	0.0%
Youth Services Bureau - LMB Grant	119,219	119,219	119,219	0	0.0%
<u>Economic & Community Development</u>					
Cooperative State Marketing Tourism	59,290	60,000	60,000	0	0.0%
Lexington Manor	90,863	0	0	0	0.0%
USCT Project	0	1,000	0	(1,000)	-100.0%
War of 1812 Project	0	1,000	0	(1,000)	-100.0%
<u>Land Use & Growth Management (LUGM)</u>					
MHT Cert Local Gov't	750	750	750	0	0.0%
MHT Cert Local Gov't - Historic Rds Surv	0	18,000	0	(18,000)	-100.0%
Critical Area	11,000	11,000	11,000	0	0.0%
<u>Public Works and Transportation (DPW&T)</u>					
STS Transit System - ADA	135,000	135,000	135,000	0	0.0%
STS Transit System - DSS Sunday	40,000	40,000	40,000	0	0.0%
STS Transit System - Job Access I	0	71,026	71,026	0	0.0%
STS Transit System - Job Access II	159,344	91,654	91,654	0	0.0%
STS Transit System - Public 5311	449,027	450,318	469,048	18,730	4.2%
STS Transit System - Rural Comm. Northern	0	101,755	101,755	0	0.0%
STS Transit System - Rural Comm. Southern	186,299	101,755	101,755	0	0.0%
STS Transit System - SSTAP	131,054	131,054	131,054	0	0.0%
STS Transit System-Capital	0	52,707	246,268	193,561	367.2%
STS ARRA 09 Vehicle Maintenance & Shelters	12,134	0	0	0	0.0%

FY2013 BUDGET REVENUES - DETAIL

REVENUE SOURCE	FY2011	FY2012	FY2013	INCREASE (DECREASE)	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PER CENT
STATE/FEDERAL GRANTS - Continued					
<u>Recreation and Parks</u>					
Countywide Maintenance	5,449	99,000	99,000	0	0.0%
Elms Beach	10,000	10,000	10,000	0	0.0%
Portable Toilets/Trash	16,250	16,000	25,000	9,000	56.3%
<u>Emergency Services and Technology</u>					
Citizen's Corps	4,364	5,500	5,000	(500)	-9.1%
DOT Hazardous Materials Test	3,848	5,500	10,500	5,000	90.9%
Emergency Management	24,412	98,000	85,458	(12,542)	-12.8%
Emergency Numbers Board	48,017	1,200,000	18,500	(1,181,500)	-98.5%
Homeland Security	266,109	182,677	63,934	(118,743)	-65.0%
Local Emergency Planning	5,057	5,800	7,843	2,043	35.2%
MIEMSS Training & Recertification	330	2,500	2,500	0	0.0%
State 508 - Fire & Rescue	200,000	200,000	200,000	0	0.0%
<u>Circuit Court</u>					
Adult Drug Court	92,250	109,688	169,229	59,541	54.3%
Drug Court	138,107	184,530	259,429	74,899	40.6%
Family Services	119,348	139,465	114,105	(25,360)	-18.2%
Parents w/Child in Need of Assistance	7,666	0	0	0	0.0%
Justice & Mental Health	3,129	150,693	177,600	26,907	17.9%
Mentoring & Support	13,900	99,321	161,521	62,200	62.6%
<u>Sheriff's Office</u>					
BJAG - Comstat	27,458	0	0	0	0.0%
BJAG - Crime Analyst	0	51,962	58,495	6,533	12.6%
BJAG - E-Citation	19,600	0	0	0	0.0%
BJAG - Sex Offender Compliance/Domestic Viol	0	55,000	55,000	0	0.0%
Bulletproof Vest Partnership	13,029	9,690	9,690	0	0.0%
BJAG Grant - Equipment	21,680	29,055	25,429	(3,626)	-12.5%
BYRNE-Crime Analyst	23,990	0	0	0	0.0%
C-SAFE/Maryland State Police	7,370	7,526	8,338	812	10.8%
C-SAFE Sheriff's	7,271	7,546	8,327	781	10.3%
Commercial Vehicle Enforcement	7,361	5,000	5,000	0	0.0%
COPS	482,327	500,000	500,000	0	0.0%
Domestic Violence Program	1,305	3,964	1,997	(1,967)	-49.6%
Gang Intelligence	0	90,163	90,163	0	0.0%
LETS Forensic Training	0	5,000	5,000	0	0.0%
MDT Funding Grant	108,636	0	0	0	0.0%
Police Protection Aid	553,150	559,000	559,000	0	0.0%
School Bus Safety	19,927	35,000	35,000	0	0.0%
Sex Offender Registry	16,001	16,073	16,064	(9)	-0.1%
Sex Offender Registration	24,678	24,800	25,800	1,000	4.0%
State Criminal Alien Assistance Program	1,253	1,253	2,383	1,130	90.2%
Underage Drinking Enforcement	43,074	44,185	44,173	(12)	0.0%
<u>State's Attorney's Office</u>					
C-SAFE State's Attorney	11,959	10,000	10,000	0	0.0%
<u>Social Services</u>					
Legal Services Grant	62,768	69,115	68,562	(553)	-0.8%
<u>Other / Multi-Departmental Grants</u>					
Cooperative Reimbursement	509,761	573,707	564,162	(9,545)	-1.7%
Highway Safety - ABB/SO	0	0	41,000	41,000	100.0%
Supplemental Revenue Reserve	0	1,000,000	1,000,000	0	0.0%
Total, State/Federal Grants	9,789,165	12,242,598	11,420,830	(821,768)	-6.7%

**FY2013 BUDGET
REVENUES - DETAIL**

<u>REVENUE SOURCE</u>	FY2011	FY2012	FY2013	INCREASE (DECREASE)	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PER CENT
OTHER REVENUES					
Investment income	82,814	125,000	100,000	(25,000)	-20.0%
Disposal of Fixed Assets	5,875	0	10,000	10,000	100.0%
Contributions and Donations:					
Aging Grant Programs	37,844	102,000	98,000	(4,000)	-3.9%
Community Services	4,680	2,700	2,000	(700)	-25.9%
CC-Drug Court Donations	1,820	10,000	12,200	2,200	22.0%
Marcey House	1,541	15,000	0	(15,000)	-100.0%
Fire & Rescue Day	4,700	5,000	5,000	0	0.0%
Restaurant Week	1,000	0	0	0	0.0%
Tourism	57,550	60,000	60,000	0	0.0%
Total - Other Revenues	197,824	319,700	287,200	(32,500)	-10.2%
TOTAL, GENERAL FUND REVENUES	195,614,226	191,800,423	201,118,778	9,318,355	4.9%
OTHER FINANCING SOURCES					
Appropriation of Fund Balance:					
Fund Balance - Operations	3,500,000	682,611	0	(682,611)	-100.0%
Fund Balance - CIP Pay-Go	0	0	7,500,000	7,500,000	100.0%
Fund Balance - County OPEB	0	0	1,000,000	1,000,000	100.0%
Fund Balance - BOE OPEB	0	0	1,000,000	1,000,000	100.0%
Fund Balance - Housing OPEB	0	0	1,060,000	1,060,000	100.0%
Fund Balance-Next Gen 911	955,000	0	0	0	0.0%
Total - Other Financing Sources	4,455,000	682,611	10,560,000	9,877,389	1447.0%
TOTAL, GENERAL FUND	\$200,069,226	\$192,483,034	\$211,678,778	\$19,195,744	10.0%

FY2013 BUDGET EXPENDITURES - SUMMARY

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PERCENT
						OVER FY2012
County Commissioners/County Administrator	968,453	1,074,960	997,032	994,521	(80,439)	-7.5%
Aging & Human Services	7,623,428	7,476,857	7,246,971	7,324,027	(152,830)	-2.0%
County Attorney	507,021	503,384	500,618	504,754	1,370	0.3%
Economic & Community Development	2,277,912	2,527,763	1,248,402	2,299,397	(228,366)	-9.0%
Finance	1,412,245	1,477,372	1,472,666	1,497,161	19,789	1.3%
Human Resources	1,145,225	1,356,496	1,328,478	1,295,294	(61,202)	-4.5%
Land Use & Growth Management	2,531,245	2,871,643	2,858,225	2,999,762	128,119	4.5%
Public Works & Transportation	16,572,157	17,297,128	17,726,788	17,693,621	396,493	2.3%
Recreation & Parks	3,493,943	3,736,877	3,548,282	3,547,694	(189,183)	-5.1%
Emergency Services & Technology	6,291,334	10,841,872	9,338,126	9,340,863	(1,501,009)	-13.8%
Total, Departments	42,822,963	49,164,352	46,265,588	47,497,094	(1,667,258)	-3.4%
Circuit Court	1,345,894	1,632,935	1,839,197	1,837,386	204,451	12.5%
Orphan's Court	38,580	35,159	33,959	33,958	(1,201)	-3.4%
Office of the Sheriff	30,036,521	30,717,566	34,050,663	31,728,919	1,011,353	3.3%
State's Attorney	2,747,380	2,762,597	2,787,435	2,725,099	(37,498)	-1.4%
County Treasurer	388,788	393,115	394,252	396,645	3,530	0.9%
Total, Elected Officials	34,557,163	35,541,372	39,105,506	36,722,007	1,180,635	3.3%
Department of Health	1,410,082	1,664,012	1,700,851	1,700,851	36,839	2.2%
Social Services	376,239	395,994	406,795	407,648	11,654	2.9%
Alcohol Beverage Board	182,396	205,102	212,549	216,338	11,236	5.5%
Supervisors of Elections	731,522	662,784	678,715	678,715	15,931	2.4%
Cooperative Extension Service	169,250	193,409	194,096	194,096	687	0.4%
Ethics Commission	116	833	833	833	0	0.0%
Soil Conservation District	53,820	55,646	67,703	67,703	12,057	21.7%
County Funds - Board of Education	76,000,000	77,045,860	86,562,655	85,697,709	8,651,849	11.2%
County Funds - College of Southern Maryland	3,473,505	3,602,430	3,831,289	3,741,289	138,859	3.9%
County Funds - Board of Library Trustees	2,281,038	2,281,038	2,476,363	2,404,204	123,166	5.4%
Total, Boards and State Agencies	84,677,968	86,107,108	96,131,849	95,109,386	9,002,278	10.5%
Non-County Agencies	1,622,380	1,452,253	1,596,756	1,343,355	(108,898)	-7.5%
SUB-TOTAL	163,680,474	172,265,085	183,099,699	180,671,842	8,406,757	4.9%
Other Budget Costs						
Volunteer Fire Depts. & Rescue Squads (Amoss)	200,000	200,000	200,000	200,000	0	0.0%
Supplemental Grant Reserve	0	1,000,000	1,000,000	1,000,000	0	0.0%
Leonardtown Tax Rebate	66,659	52,230	49,615	49,615	(2,615)	-5.0%
Retiree Health Costs	4,973,168	5,246,237	5,540,000	6,540,000	1,293,763	24.7%
Employer Contributions - Unemployment	55,698	66,000	200,000	200,000	134,000	203.0%
Bank/GOB Costs	49,665	61,000	61,000	61,000	0	0.0%
Debt Service	12,699,614	12,044,482	12,894,326	12,493,113	448,631	3.7%
Other Budget Costs	18,044,804	18,669,949	19,944,941	20,543,728	1,873,779	10.0%
Subtotal, Excludes Transfers	181,725,278	190,935,034	203,044,640	201,215,570	10,280,536	5.4%
Transfers & Reserves						
CIP / Pay-Go	0	1,048,000	1,169,000	9,763,208	8,715,208	831.6%
Reserve - Emergency Appropriations	0	500,000	500,000	500,000	0	0.0%
Bond Rating Reserve	0	0	0	200,000	200,000	100.0%
Transfers & Reserves	0	1,548,000	1,669,000	10,463,208	8,915,208	575.9%
TOTAL GENERAL FUND BUDGET	\$181,725,278	\$192,483,034	\$204,713,640	\$211,678,778	19,195,744	10.0%

THE GENERAL FUND EXPENDITURES STRUCTURE

The detailed budget pages which follow provide a breakdown by department/spending unit of the audited FY2011 expenditures, the original approved FY2012 budget, and both the requested and approved FY2013 budget. The categorization of expenditures within each department/spending unit is in accordance with the County's automated financial system and chart of accounts. Expenditures are further refined within the chart of accounts for budgeting and expenditure tracking purposes.

PERSONAL SERVICES - Includes regular salaries, overtime, shift differential, and associated costs such as employer contributions to social security, pension and health insurance.

OPERATING EXPENSES - Includes the day-to-day operating expenses of the County categorized as follows:

1. Operating Supplies - Includes the cost of office supplies, advertising and legal notices, printing and binding, books and publications, uniforms and clothing, supplies and materials, food and staff development.
2. Professional Services - Includes the use of architects and engineers, consultants, individuals who perform services for the County but are not employees, use of outside firms to maintain County office equipment, and employment of accounting, auditing and medical experts.
3. Communication - Includes costs associated with telephone, postage and freight.
4. Transportation - Includes purchased fuel and oil, vehicle maintenance and repair, and costs reimbursed to employees when traveling on County business.
5. Public Utility Service - Includes such utility costs as electricity, gas, water and sewer, and heating oil.
6. Repairs and Maintenance - Includes the costs to repair and maintain County facilities (heating, air-conditioning, ventilation, electrical, plumbing, and roofing).
7. Rentals - Includes the cost whenever the County must rent facilities, tools, equipment or land.
8. Insurance - Consists of the costs for which the County must insure its fixed assets as well as general public liability and officials performance bonds.
9. Miscellaneous - Consists primarily of funds to be allocated to independent spending units outside the County government. Also includes costs of conferences, lodging, professional memberships, and other costs not identified in other expense categories. This category will also include any transfers from the general fund to enterprise/special revenue funds to cover on-going subsidy.

EQUIPMENT - Costs of acquiring new and replacement vehicles, shop and custodial equipment, and office and communications equipment. Equipment/vehicles lease payment, includes the acquisition of new or replacement equipment, using 5-year exempt financing; the amount shown is the annual lease cost.

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
					OVER FY2012	
COUNTY DEPARTMENTS						
County Commissioners/County Admin.						
Legislative/County Commissioners						
Personal Services	390,486	391,876	391,046	392,065	189	0.0%
Operating Supplies	4,353	10,250	7,000	7,000	(3,250)	-31.7%
Professional Services	0	1,500	1,500	1,500	0	0.0%
Communications	5,504	6,200	6,200	6,200	0	0.0%
Transportation	1,547	4,500	5,000	5,000	500	11.1%
Miscellaneous	28,347	46,700	40,500	41,700	(5,000)	-10.7%
Legislative/County Commissioners	430,237	461,026	451,246	453,465	(7,561)	-1.6%
County Administrator						
Personal Services	323,720	342,271	290,533	296,883	(45,388)	-13.3%
Operating Supplies	2,478	13,090	14,431	14,431	1,341	10.2%
Professional Services	4,802	7,224	8,232	8,232	1,008	14.0%
Communications	1,202	3,700	3,700	3,700	0	0.0%
Transportation	543	3,000	2,500	2,500	(500)	-16.7%
Miscellaneous	2,015	3,800	3,800	3,800	0	0.0%
County Administrator	334,760	373,085	323,196	329,546	(43,539)	-11.7%
Public Information						
Personal Services	177,662	192,690	191,030	179,950	(12,740)	-6.6%
Operating Supplies	5,435	10,631	10,040	10,040	(591)	-5.6%
Professional Services	897	3,008	2,000	2,000	(1,008)	-33.5%
Communications	466	3,200	3,200	3,200	0	0.0%
Transportation	269	1,100	1,100	1,100	0	0.0%
Miscellaneous	18,727	30,220	15,220	15,220	(15,000)	-49.6%
Public Information	203,456	240,849	222,590	211,510	(29,339)	-12.2%
Total - County Commissioners/County Admin.	968,453	1,074,960	997,032	994,521	(80,439)	-7.5%
Aging & Human Services						
Aging Administration						
Personal Services	1,041,353	1,081,189	1,086,000	1,067,041	(14,148)	-1.3%
Operating Supplies	163,138	155,404	167,404	167,404	12,000	7.7%
Professional Services	65,503	64,081	67,441	67,441	3,360	5.2%
Communications	25,971	30,000	30,000	30,000	0	0.0%
Transportation	25,791	29,113	29,700	29,700	587	2.0%
Miscellaneous	2,796	5,000	5,000	5,000	0	0.0%
Lease payments	3,844	3,844	1,922	1,922	(1,922)	-50.0%
Equipment & Furniture	4,060	0	0	0	0	0.0%
Aging Administration	1,332,456	1,368,631	1,387,467	1,368,508	(123)	0.0%
Medical Adult Daycare Subsidy	20,749	0	0	0	0	0.0%

FY2013 BUDGET EXPENDITURES - DETAIL

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
					OVER FY2012	
Aging & Human Services - continued						
Grants - Aging						
Personal Services	437,373	490,198	456,118	553,726	63,528	13.0%
Operating Supplies	257,333	225,063	246,097	236,708	11,645	5.2%
Professional Services	128,126	203,527	156,953	153,639	(49,888)	-24.5%
Communications	1,586	1,925	1,000	1,000	(925)	-48.1%
Transportation	22,388	20,980	27,330	28,010	7,030	33.5%
Insurance	1,064	1,268	1,268	2,036	768	60.6%
Miscellaneous	21,076	5,343	6,100	10,700	5,357	100.3%
Equipment	37,841	0	0	0	0	0.0%
Other	0	0	1,200	1,200	1,200	100.0%
Grants - Aging	906,787	948,304	896,066	987,019	38,715	4.1%
Human Services-Admin Grants						
Personal Services	291,441	321,502	295,667	286,197	(35,305)	-11.0%
Operating Supplies	21,028	14,900	22,558	15,497	597	4.0%
Professional Services	23,310	16,888	26,050	42,431	25,543	151.2%
Communication	1,038	2,750	4,350	4,300	1,550	56.4%
Equipment	5,600	1,506	0	0	(1,506)	-100.0%
Transportation	2,855	3,330	4,974	5,000	1,670	50.2%
Miscellaneous	4,983	4,504	3,276	3,450	(1,054)	-23.4%
Human Services-Admin Grants	350,255	365,380	356,875	356,875	(8,505)	-2.3%
Community Services						
Personal Services	284,373	298,910	231,781	236,843	(62,067)	-20.8%
Operating Supplies	1,537	5,214	5,214	5,214	0	0.0%
Professional Services	8,748	0	0	0	0	0.0%
Communications	2,211	3,500	3,500	3,500	0	0.0%
Transportation	509	1,400	1,400	1,400	0	0.0%
Equipment Lease	4,726	0	0	0	0	0.0%
Miscellaneous	0	500	500	500	0	0.0%
Community Services	302,104	309,524	242,395	247,457	(62,067)	-20.1%
Human Relations Commission						
Operating Supplies	50	700	500	500	(200)	-28.6%
Professional Services	0	1,700	1,000	1,000	(700)	-41.2%
Miscellaneous	0	350	350	350	0	0.0%
Human Relations Commission	50	2,750	1,850	1,850	(900)	-32.7%
Commission for the Disabled						
Operating Supplies	1,072	1,000	1,000	1,000	0	0.0%
Transportation	0	50	50	50	0	0.0%
Miscellaneous	0	250	250	250	0	0.0%
Professional Services	0	1,000	1,000	1,000	0	0.0%
Equipment	531	0	0	0	0	0.0%
Commission for the Disabled	1,603	2,300	2,300	2,300	0	0.0%
Commission for Women						
Operating Supplies	1,870	500	500	500	0	0.0%
Professional Services	2,674	1,100	1,100	1,100	0	0.0%
Miscellaneous	2,006	1,900	2,400	2,400	500	26.3%
Commission for Women	6,550	3,500	4,000	4,000	500	14.3%

FY2013 BUDGET EXPENDITURES - DETAIL

Department/Spending Unit	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
OVER FY2012						
Aging & Human Services - continued						
Grants - Human Services (Non-Administration)						
Personal Services	109,889	26,129	25,594	22,040	(4,089)	-15.6%
Operating Supplies	30,604	31,182	24,324	26,555	(4,627)	-14.8%
Professional Services	4,137,287	3,994,973	4,300,380	4,300,380	305,407	7.6%
Communications	322	350	350	850	500	142.9%
Transportation	4,430	2,900	3,270	4,093	1,193	41.1%
Miscellaneous	6,889	2,600	2,100	2,100	(500)	-19.2%
Equipment	10,084	0	0	0	0	0.0%
Grants - Human Services (Non-Admin.)	4,299,505	4,058,134	4,356,018	4,356,018	297,884	7.3%
Marcey Halfway House			Privatized	in FY2013		
Personal Services	337,763	351,519	0	0	(351,519)	-100.0%
Operating Supplies	40,905	36,755	0	0	(36,755)	-100.0%
Professional Services	20,135	20,800	0	0	(20,800)	-100.0%
Communications	2,566	5,348	0	0	(5,348)	-100.0%
Transportation	2,000	2,912	0	0	(2,912)	-100.0%
Rentals	0	1,000	0	0	(1,000)	-100.0%
Marcey Halfway House	403,369	418,334	0	0	(418,334)	-100.0%
Total - Aging & Human Services	7,623,428	7,476,857	7,246,971	7,324,027	(152,830)	-2.0%
County Attorney						
Personal Services	467,697	445,904	443,138	447,274	1,370	0.3%
Operating Supplies	16,854	19,630	20,630	20,630	1,000	5.1%
Professional Services	19,114	32,950	30,950	30,950	(2,000)	-6.1%
Communications	1,394	2,400	3,400	3,400	1,000	41.7%
Transportation	156	600	600	600	0	0.0%
Miscellaneous	1,449	1,900	1,900	1,900	0	0.0%
Equipment	357	0	0	0	0	0.0%
Total - County Attorney	507,021	503,384	500,618	504,754	1,370	0.3%
Economic & Community Development						
Administration/Office of the Director						
Personal Services	138,700	138,092	137,539	138,591	499	0.4%
Operating Supplies	850	7,976	7,976	7,976	0	0.0%
Professional Services	3,114	3,268	3,268	3,268	0	0.0%
Communications	18,018	15,400	15,400	15,400	0	0.0%
Transportation	807	4,300	4,300	4,300	0	0.0%
Miscellaneous	4,053	8,500	8,500	8,500	0	0.0%
Administration/Office of the Director	165,542	177,536	176,983	178,035	499	0.3%
Tourism Development						
Personal Services	127,071	129,719	128,612	122,179	(7,540)	-5.8%
Operating Supplies	153,685	174,475	167,469	157,008	(17,467)	-10.0%
Professional Services	62,436	98,091	120,723	108,552	10,461	10.7%
Transportation	2,198	4,589	4,589	4,589	0	0.0%
Miscellaneous	23,822	24,000	24,000	24,000	0	0.0%
Tourism Development	369,212	430,874	445,393	416,328	(14,546)	-3.4%
Agriculture & Seafood Development						
Personal Services	164,103	166,347	165,240	166,885	538	0.3%
Operating Supplies	1,072	3,400	3,400	3,400	0	0.0%
Communications	606	0	0	0	0	0.0%
Transportation	1,796	2,500	2,500	2,500	0	0.0%
Miscellaneous	962	2,500	2,500	2,500	0	0.0%
Agriculture & Seafood Development	168,539	174,747	173,640	175,285	538	0.3%

FY2013 BUDGET EXPENDITURES - DETAIL

Department/Spending Unit	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
OVER FY2012						
DECD - Continued						
Business Development						
Personal Services	301,471	306,679	304,466	311,170	4,491	0.3%
Operating Supplies	19,054	26,300	26,300	26,300	0	0.0%
Professional Services	16,500	16,500	16,500	16,500	0	0.0%
Transportation	1,139	4,000	4,000	4,000	0	0.0%
Miscellaneous	3,855	11,100	11,100	11,100	0	0.0%
Business Development	342,019	364,579	362,366	369,070	4,491	1.2%
Housing			Privatized	In FY2013		
Personal Services	1,016,476	1,259,723	30,020	40,679	(1,219,044)	-96.8%
Operating Supplies	0	1,541	0	0	(1,541)	-100.0%
Communication	6,363	15,000	0	0	(15,000)	-100.0%
Transportation	5,556	9,000	0	0	(9,000)	-100.0%
Other-Retiree Health	45,186	30,763	0	1,060,000	1,029,237	3345.7%
Housing	1,073,581	1,316,027	30,020	1,100,679	(215,348)	-16.4%
Grants						
Operating Supplies	59,290	64,000	60,000	60,000	(4,000)	-6.3%
Professional Services	78,600	0	0	0	0	0.0%
Miscellaneous	21,129	0	0	0	0	0.0%
Grants	159,019	64,000	60,000	60,000	(4,000)	-6.3%
Total - Economic & Comm. Development	2,277,912	2,527,763	1,248,402	2,299,397	(228,366)	-9.0%
Finance						
Administration/Budget						
Personal Services	600,967	608,658	605,338	614,256	5,598	0.9%
Operating Supplies	8,835	22,200	21,700	21,700	(500)	-2.3%
Professional Services	8,805	10,386	10,386	10,386	0	0.0%
Communications	17,064	16,500	17,000	17,000	500	3.0%
Transportation	272	1,000	1,000	1,000	0	0.0%
Miscellaneous	3,311	4,165	4,165	4,165	0	0.0%
Administration/Budget	639,254	662,909	659,589	668,507	5,598	0.8%
Accounting						
Personal Services	480,927	498,787	494,914	500,624	1,837	0.4%
Operating Supplies	7,360	11,400	9,400	9,400	(2,000)	-17.5%
Transportation	15	400	400	400	0	0.0%
Rentals	4,020	4,020	4,020	4,020	0	0.0%
Miscellaneous	683	750	7,750	7,750	7,000	933.3%
Accounting	493,005	515,357	516,484	522,194	6,837	1.3%
Auditing						
Professional Services	41,310	47,400	47,500	47,500	100	0.2%
Auditing	41,310	47,400	47,500	47,500	100	0.2%
Procurement						
Personal Services	230,045	242,106	239,893	249,760	7,654	3.2%
Operating Supplies	3,195	4,500	4,750	4,750	250	5.6%
Communications	4,346	4,500	3,750	3,750	(750)	-16.7%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	391	400	500	500	100	25.0%
Procurement	237,977	251,706	249,093	258,960	7,254	2.9%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
OVER FY2012						
Finance - Continued						
Copy Center						
Professional Services	699	0	0	0	0	0.0%
Copy Center	699	0	0	0	0	0.0%
Total - Finance	1,412,245	1,477,372	1,472,666	1,497,161	19,789	1.3%
Human Resources						
Human Resources						
Personal Services	433,299	449,134	445,814	450,934	1,800	0.4%
Operating Supplies	45,715	54,454	56,454	56,454	2,000	3.7%
Professional Services	29,382	29,456	28,256	53,256	23,800	80.8%
Communications	3,094	4,500	4,500	4,500	0	0.0%
Transportation	250	1,700	1,700	1,700	0	0.0%
Miscellaneous	3,032	5,450	5,450	5,450	0	0.0%
Human Resources	514,772	544,694	542,174	572,294	27,600	5.1%
Risk Management						
Personal Services	48,507	49,512	48,959	49,704	192	0.4%
Operating Supplies	1,943	3,150	3,150	3,150	0	0.0%
Professional Services	749	2,000	2,000	2,000	0	0.0%
Transportation	0	100	100	100	0	0.0%
Insurance	577,356	755,695	730,695	666,646	(89,049)	-11.8%
Miscellaneous	1,345	1,345	1,400	1,400	55	4.1%
Risk Management	629,900	811,802	786,304	723,000	(88,802)	-10.9%
Grants						
Operating Supplies	553	0	0	0	0	0.0%
Grants	553	0	0	0	0	0.0%
Total - Human Resources	1,145,225	1,356,496	1,328,478	1,295,294	(61,202)	-4.5%

FY2013 BUDGET EXPENDITURES - DETAIL

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
OVER FY2012						
Land Use & Growth Management (LUGM)						
Administration						
Personal Services	516,584	523,647	529,222	521,679	(1,968)	-0.4%
Operating Supplies	34,527	54,002	59,960	59,960	5,958	11.0%
Professional Services	19,915	36,063	38,681	38,681	2,618	7.3%
Communications	12,894	18,000	18,000	18,000	0	0.0%
Transportation	1,473	4,200	2,500	2,500	(1,700)	-40.5%
Rentals	0	0	250	250	250	100.0%
Miscellaneous	1,151	5,000	5,277	5,277	277	5.5%
Administration	586,544	640,912	653,890	646,347	5,435	0.8%
Comprehensive Planning						
Personal Services	558,373	567,748	563,875	647,952	80,204	14.1%
Operating Supplies	2,353	8,500	6,500	6,500	(2,000)	-23.5%
Professional Services	20,282	46,943	51,282	101,282	54,339	115.8%
Transportation	1,312	1,500	1,300	1,300	(200)	-13.3%
Miscellaneous	1,802	5,000	5,000	5,000	0	0.0%
Equipment / Rentals	0	750	1,500	1,500	750	100.0%
Comprehensive Planning	584,122	630,441	629,457	763,534	133,093	21.1%
Development Services						
Personal Services	292,817	364,564	361,244	365,859	1,295	0.4%
Operating Supplies	70	1,500	1,500	1,500	0	0.0%
Professional Services	0	0	15,000	15,000	15,000	100.0%
Transportation	445	800	800	800	0	0.0%
Miscellaneous	578	2,130	2,130	2,130	0	0.0%
Development Services	293,910	368,994	380,674	385,289	16,295	4.4%
Zoning Administration						
Personal Services	315,417	251,873	249,660	261,751	9,878	3.9%
Operating Supplies	92	5,300	5,900	5,900	600	11.3%
Transportation	239	200	200	200	0	0.0%
Miscellaneous	4,075	3,874	3,874	3,874	0	0.0%
Zoning Administration	319,823	261,247	259,634	271,725	10,478	4.0%
Planning Commission						
Personal Services	20,846	23,706	23,706	23,706	0	0.0%
Transportation	0	250	500	500	250	100.0%
Miscellaneous	1,018	2,018	2,018	2,018	0	0.0%
Planning Commission	21,864	25,974	26,224	26,224	250	1.0%
Boards and Commissions						
Personal Services	15,979	18,376	18,376	15,019	(3,357)	-18.3%
Transportation	0	200	500	500	300	150.0%
Miscellaneous	1,018	2,018	2,018	2,018	0	0.0%
Boards and Commissions	16,997	20,594	20,894	17,537	(3,057)	-14.8%
Historical Preservation						
Operating Supplies	232	2,050	2,050	2,050	0	0.0%
Professional Services	0	100	100	100	0	0.0%
Transportation	200	200	200	200	0	0.0%
Equipment	159	0	0	0	0	0.0%
Miscellaneous	796	865	865	865	0	0.0%
Historical Preservation	1,387	3,215	3,215	3,215	0	0.0%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
					OVER FY2012	
LUGM - Continued						
Permit Services						
Personal Services	217,124	306,714	304,501	298,598	(8,116)	-2.6%
Operating Supplies	98	11,500	11,500	11,500	0	0.0%
Professional Services	225	1,200	1,350	1,350	150	12.5%
Permit Services	217,447	319,414	317,351	311,448	(7,966)	-2.5%
Inspections & Compliance						
Personal Services	367,697	406,934	403,614	411,171	4,237	1.0%
Operating Supplies	3,878	9,250	8,750	8,750	(500)	-5.4%
Professional Services	88,241	119,118	121,572	121,572	2,454	2.1%
Transportation	8,551	12,100	12,100	12,100	0	0.0%
Miscellaneous	1,229	3,500	3,500	3,500	0	0.0%
Other-Equipment Lease	8,724	0	0	0	0	0.0%
Inspections & Compliance	478,320	550,902	549,536	557,093	6,191	1.1%
Board of Electrical Examiners						
Operating Supplies	(151)	1,800	1,050	1,050	(750)	-41.7%
Professional Services	5,200	8,000	8,000	8,000	0	0.0%
Communications	127	300	300	300	0	0.0%
Transportation	331	350	350	350	0	0.0%
Miscellaneous	100	150	150	150	0	0.0%
Board of Electrical Examiners	5,607	10,600	9,850	9,850	(750)	-7.1%
Building Code Appeals Board						
Operating Supplies/ Miscellaneous	0	1,000	1,000	1,000	0	0.0%
Building Code Appeals Board	0	1,000	1,000	1,000	0	0.0%
Commission on the Environment						
Operating Supplies	1,125	1,225	1,225	1,225	0	0.0%
Professional Services	35	1,000	1,000	1,000	0	0.0%
Communications	0	100	100	100	0	0.0%
Rentals	0	500	500	500	0	0.0%
Commission on the Environment	1,160	2,825	2,825	2,825	0	0.0%
Plumbing & Gas Board						
Operating Supplies	2,525	3,250	1,500	1,500	(1,750)	-53.8%
Communications	0	200	100	100	(100)	-50.0%
Rentals	0	500	500	500	0	0.0%
Miscellaneous	66	75	75	75	0	0.0%
Plumbing & Gas Board	2,591	4,025	2,175	2,175	(1,850)	-46.0%
Grants						
Professional Services	0	30,000	0	0	(30,000)	-100.0%
Miscellaneous	1,473	1,500	1,500	1,500	0	0.0%
Grants	1,473	31,500	1,500	1,500	(30,000)	-95.2%
Total - Land Use & Growth Management	2,531,245	2,871,643	2,858,225	2,999,762	128,119	4.5%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
OVER FY2012						
Public Works & Transportation (DPW&T)						
Administration						
Personal Services	365,077	368,490	366,277	369,758	1,268	0.3%
Operating Supplies	3,922	8,002	8,002	8,002	0	0.0%
Professional Services	3,406	3,400	3,400	3,400	0	0.0%
Communications	8,065	10,900	10,900	10,900	0	0.0%
Miscellaneous	250	400	400	400	0	0.0%
Administration	380,720	391,192	388,979	392,460	1,268	0.3%
Engineering Services						
Personal Services	645,302	656,721	653,401	662,206	5,485	0.8%
Operating Supplies	1,548	5,370	5,370	5,370	0	0.0%
Professional Services	1,938	11,000	11,000	11,000	0	0.0%
Transportation	0	250	250	250	0	0.0%
Equipment	96	0	0	0	0	0.0%
Miscellaneous	480	2,863	2,863	2,863	0	0.0%
Engineering Services	649,364	676,204	672,884	681,689	5,485	0.8%
Development Review						
Personal Services	203,341	205,589	204,482	204,754	(835)	-0.4%
Operating Supplies	563	1,675	1,675	1,675	0	0.0%
Professional Services	32,707	800	800	800	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	25	475	475	475	0	0.0%
Development Review	236,636	208,739	207,632	207,904	(835)	-0.4%
Construction & Inspections						
Personal Services	447,796	453,944	451,178	465,212	11,268	2.5%
Operating Supplies	2,238	3,600	3,600	3,600	0	0.0%
Professional Services	12,110	15,150	15,150	15,150	0	0.0%
Communications	3,420	4,100	4,100	4,100	0	0.0%
Transportation	11,329	13,500	13,500	13,500	0	0.0%
Other Lease Payment	10,660	7,753	3,877	3,877	(3,876)	-50.0%
Construction & Inspections	487,553	498,047	491,405	505,439	7,392	1.5%
County Highways						
Personal Services	2,616,192	2,584,466	2,562,336	2,583,046	(1,420)	-0.1%
Operating Supplies	37,214	42,500	42,500	42,500	0	0.0%
Professional Services	94,308	119,600	119,600	119,600	0	0.0%
Communications	4,629	6,100	6,100	6,100	0	0.0%
Transportation	196,357	507,000	418,500	418,500	(88,500)	-17.5%
Public Utility Service	53,981	68,500	68,500	68,500	0	0.0%
Rentals	(372)	18,900	18,900	18,900	0	0.0%
Snow Removal	221,410	157,800	170,000	170,300	12,500	7.9%
Miscellaneous	221,090	197,890	185,690	185,390	(12,500)	-6.3%
Other -Lease Payment	196,285	195,379	128,317	193,159	(2,220)	-1.1%
Equipment	17,700	0	0	0	0	0.0%
County Highways	3,658,794	3,898,135	3,720,443	3,805,995	(92,140)	-2.4%
Solid Waste & Recycling						
General Fund-Subsidy	1,433,272	1,000,000	1,000,000	1,000,000	0	0.0%
Solid Waste	1,433,272	1,000,000	1,000,000	1,000,000	0	0.0%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
DPW & T - Continued						
Mailroom/Messenger Services						
Personal Services	117,544	124,584	123,200	131,467	6,883	-5.5%
Operating Supplies	794	2,310	2,310	2,310	0	0.0%
Communications	766	800	8,528	8,528	7,728	966.0%
Transportation	2,223	3,000	3,000	3,000	0	0.0%
Other -Lease Payment	0	5,678	5,678	5,678	0	0.0%
Rentals	16,639	11,900	11,900	11,900	0	0.0%
Mailroom/Messenger Services	137,966	148,272	154,616	162,883	14,611	9.9%
Vehicle Maintenance Shop						
Personal Services	739,167	759,640	750,777	759,964	324	0.0%
Operating Supplies	44,041	50,400	50,400	50,400	0	0.0%
Professional Services	6,293	4,950	4,950	4,950	0	0.0%
Communications	877	4,700	4,700	4,700	0	0.0%
Transportation	462,815	506,000	824,233	506,000	0	0.0%
Other Lease Payment	17,549	17,550	8,775	15,586	(1,964)	-11.2%
Vehicle Maintenance Shop	1,270,742	1,343,240	1,643,835	1,341,600	(1,640)	-0.1%
Non-Public School Bus Transportation						
Personal Services	77,664	79,522	78,969	79,853	331	0.4%
Supplies	1,973	1,200	1,200	1,200	0	0.0%
Professional Services	1,882,947	2,009,209	2,009,755	2,064,627	55,418	2.8%
Communications	7,002	10,600	10,600	10,600	0	0.0%
Transportation	0	154	154	154	0	0.0%
Insurance	26,168	30,250	30,250	30,250	0	0.0%
Miscellaneous	189	905	905	905	0	0.0%
Non-Public School Bus Transportation	1,995,943	2,131,840	2,131,833	2,187,589	55,749	2.6%
St. Mary's County Airport						
Operating Supplies	190	1,450	1,450	1,450	0	0.0%
Professional Services	7,957	9,557	11,305	11,305	1,748	18.3%
Communications	6,426	1,200	6,500	6,500	5,300	441.7%
Public Utility Service	10,591	27,818	20,770	20,770	(7,048)	-25.3%
Repairs and Maintenance	0	1,000	1,000	1,000	0	0.0%
Miscellaneous	375	325	325	325	0	0.0%
St Mary's County Airport	25,539	41,350	41,350	41,350	0	0.0%
Grants (principally STS)						
Personal Services	1,638,885	1,886,592	1,852,239	1,921,398	34,806	1.8%
Operating Supplies	31,484	35,385	27,035	27,035	(8,350)	-23.6%
Professional Services	5,106	5,900	5,100	5,100	(800)	-13.6%
Communications	4,011	9,548	6,175	6,175	(3,373)	-35.3%
Transportation	559,671	600,713	791,015	800,015	199,302	33.2%
Public Utilities	28,957	0	0	0	0	0.0%
Insurance	86,688	117,000	117,000	117,000	0	0.0%
Miscellaneous	144,250	2,500	2,500	2,500	0	0.0%
Equipment	15,109	58,564	238,632	238,632	180,068	307.5%
Grants	2,514,161	2,716,202	3,039,696	3,117,855	401,653	14.8%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
						OVER FY2012
DPW & T - Continued						
Building Services						
Personal Services	1,007,403	1,103,528	1,093,569	1,082,216	(21,312)	-1.9%
Operating Supplies	114,911	205,464	205,464	205,464	0	0.0%
Professional Services	467,753	399,053	407,243	403,593	4,540	1.1%
Communications	25,905	22,451	22,451	22,451	0	0.0%
Transportation	29,764	34,000	34,000	34,000	0	0.0%
Public Utility Service	1,511,959	1,721,348	1,721,348	1,705,700	(15,648)	-0.9%
Repairs and Maintenance	110,584	144,000	144,000	144,000	0	0.0%
Rentals	18,286	11,690	11,690	11,690	0	0.0%
Other-Equipment Lease	14,938	13,022	5,552	40,610	27,588	211.9%
Building Services	3,301,503	3,654,556	3,645,317	3,649,724	(4,832)	-0.1%
Carter State Office Building						
Personal Services	50,202	51,151	50,598	60,933	9,782	19.1%
Operating Supplies	3,672	10,400	10,400	10,400	0	0.0%
Professional Services	148,171	187,800	187,800	187,800	0	0.0%
Public Utility Service	271,738	274,000	274,000	274,000	0	0.0%
Repairs and Maintenance	6,181	66,000	66,000	66,000	0	0.0%
Carter State Office Building	479,964	589,351	588,798	599,133	9,782	1.7%
Total - Public Works & Transportation	16,572,157	17,297,128	17,726,788	17,693,621	396,493	2.3%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
						OVER FY2012
Recreation & Parks						
Administration						
Personal Services	1,062,249	1,072,580	1,065,836	1,056,329	(16,251)	-1.5%
Operating Supplies	4,280	10,995	10,927	10,927	(68)	-0.6%
Professional Services	15,315	17,889	17,957	17,957	68	0.4%
Communications	4,247	7,100	6,100	6,100	(1,000)	-14.1%
Transportation	4,906	6,000	7,000	7,000	1,000	16.7%
Equipment	272	0	0	0	0	0.0%
Miscellaneous	270	2,020	2,020	2,020	0	0.0%
Administration	1,091,539	1,116,584	1,109,840	1,100,333	(16,251)	-1.5%
Parks Maintenance						
Personal Services	1,053,421	1,074,893	1,066,041	1,067,918	(6,975)	-0.6%
Operating Supplies	50,221	53,036	53,389	53,389	353	0.7%
Professional Services	64,192	45,457	46,457	46,457	1,000	2.2%
Communications	4,470	9,453	7,400	7,400	(2,053)	-21.7%
Transportation	40,988	37,200	38,200	38,200	1,000	2.7%
Public Utility Service	71,964	69,000	68,000	68,000	(1,000)	-1.4%
Repairs and Maintenance	529,936	606,900	426,568	426,568	(180,332)	-29.7%
Rentals	24,055	41,370	41,570	41,570	200	0.5%
Miscellaneous	286	1,315	2,815	2,815	1,500	114.1%
Lease Payments	54,811	53,525	35,024	59,420	5,895	11.0%
Equipment	1,035	0	18,600	18,600	18,600	100.0%
Parks Maintenance	1,895,379	1,992,149	1,804,064	1,830,337	(161,812)	-8.1%
Grants						
Personal Services	1,374	938	938	938	0	0.0%
Operating Supplies	0	4,000	20,000	20,000	16,000	400.0%
Professional Services	16,766	9,581	14,931	14,931	5,350	55.8%
Repairs & Maintenance	4,707	95,000	79,000	79,000	(16,000)	-16.8%
Public Utility Service	227	215	215	215	0	0.0%
Rentals	3,481	10,266	13,916	13,916	3,650	35.6%
Miscellaneous	5,000	5,000	5,000	5,000	0	0.0%
Grants Division	31,555	125,000	134,000	134,000	9,000	7.2%
Museum Division						
Personal Services	392,307	405,117	402,351	384,997	(20,120)	-5.0%
Operating Supplies	22,829	27,329	27,129	27,129	(200)	-0.7%
Professional Services	10,388	12,251	12,251	12,251	0	0.0%
Communications	6,910	7,800	7,800	7,800	0	0.0%
Transportation	8,181	8,900	9,100	9,100	200	2.2%
Insurance	4,100	4,534	4,534	4,534	0	0.0%
Public Utility Service	29,970	35,000	35,000	35,000	0	0.0%
Rentals	0	1,413	1,413	1,413	0	0.0%
Miscellaneous	785	800	800	800	0	0.0%
Museum Division	475,470	503,144	500,378	483,024	(20,120)	-4.0%
Total - Recreation & Parks	3,493,943	3,736,877	3,548,282	3,547,694	(189,183)	-5.1%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
Emergency Services & Technology						
Emergency Communications Center						
Personal Services	1,961,006	1,972,821	2,060,540	2,150,541	177,720	9.0%
Operating Supplies	5,759	11,289	16,489	16,489	5,200	46.1%
Professional Services	61,342	66,238	70,878	70,878	4,640	7.0%
Communications	170,461	170,100	170,100	170,100	0	0.0%
Transportation	655	1,200	800	800	(400)	-33.3%
Miscellaneous	4,180	8,250	8,250	8,250	0	0.0%
Equipment	1,932	0	0	0	0	0.0%
Other-Lease Payment	39,868	39,869	19,934	30,142	(9,727)	-24.4%
Emergency Communications Center	2,245,203	2,269,767	2,346,991	2,447,200	177,433	7.8%
Emergency Radio Communications						
Personal Services	200,182	209,297	127,229	136,235	(73,062)	-34.9%
Operating Supplies	2,326	8,119	7,300	7,300	(819)	-10.1%
Professional Services	261,160	2,762,778	2,787,778	2,787,778	25,000	0.9%
Communications	330	2,200	1,000	1,000	(1,200)	-54.5%
Transportation	44,731	87,842	87,842	87,842	0	0.0%
Lease Payments	54,290	54,290	27,145	27,145	(27,145)	-50.0%
Equipment	0	20,000	20,000	20,000	0	0.0%
Emergency Radio Communications	563,019	3,144,526	3,058,294	3,067,300	(77,226)	-2.5%
Emergency Management						
Personal Services	215,622	227,238	225,578	227,961	723	0.3%
Operating Supplies	5,420	16,710	16,450	16,450	(260)	-1.6%
Professional Services	14,909	21,916	20,750	20,750	(1,166)	-5.3%
Communications	16,908	13,000	12,500	12,500	(500)	-3.8%
Transportation	1,461	3,200	3,200	3,200	0	0.0%
Miscellaneous	1,437	5,300	27,000	27,000	21,700	409.4%
Equipment	202	0	13,000	13,000	13,000	100.0%
Emergency Management	255,959	287,364	318,478	320,861	33,497	11.7%
Animal Control						
Personal Services	303,601	307,479	304,713	308,321	842	0.3%
Operating Supplies	2,592	7,500	7,200	7,200	(300)	-4.0%
Professional Services	255,648	292,808	419,408	294,983	2,175	0.7%
Communications	1,785	2,506	2,506	2,506	0	0.0%
Transportation	29,724	28,500	30,000	30,000	1,500	5.3%
Miscellaneous	2,688	5,000	5,000	5,000	0	0.0%
Equipment Lease	17,934	23,822	20,308	20,308	(3,514)	-14.8%
Animal Control	613,972	667,615	789,135	668,318	703	0.1%
Technology						
Personal Services	1,276,266	1,327,394	1,442,199	1,380,159	52,765	4.0%
Operating Supplies	627,732	890,951	616,264	616,264	(274,687)	-30.8%
Professional Services	67,559	101,158	101,158	101,158	0	0.0%
Communications	125,930	122,200	122,200	122,200	0	0.0%
Transportation	1,338	2,000	2,000	2,000	0	0.0%
Miscellaneous	200	4,200	4,200	4,200	0	0.0%
Equipment	149,245	518,968	417,468	417,468	(101,500)	-19.6%
Lease Payments	11,504	5,752	0	0	(5,752)	-100.0%
Technology	2,259,774	2,972,623	2,705,489	2,643,449	(329,174)	-11.1%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
OVER FY2012						
Emergency Services & Technology - Continued						
Grants						
Personal Services	41,707	80,571	0	0	(80,571)	-100.0%
Operating Supplies	7,745	8,000	4,300	7,300	(700)	-8.8%
Professional Services	189,645	58,279	17,000	34,500	(23,779)	-40.8%
Transportation	310	0	0	0	0	0.0%
Miscellaneous	1,135	178	0	6,500	6,322	3551.7%
Equipment	112,865	1,352,949	98,439	145,435	(1,207,514)	-89.3%
Grants	353,407	1,499,977	119,739	193,735	(1,306,242)	-87.1%
Total - Emergency Services & Technology	6,291,334	10,841,872	9,338,126	9,340,863	(1,501,009)	-13.8%
ELECTED OFFICIALS						
Circuit Court						
Administration						
Personal Services	776,430	701,645	710,774	707,100	5,455	0.8%
Operating Supplies	20,412	36,914	36,214	36,214	(700)	-1.9%
Professional Services	28,842	40,000	42,286	42,286	2,286	5.7%
Communications	18,420	18,300	18,300	18,300	0	0.0%
Transportation	1,157	3,000	3,000	3,000	0	0.0%
Miscellaneous	21,931	48,900	49,050	49,050	150	0.3%
Equipment	16,817	4,000	1,745	1,745	(2,255)	-56.4%
Administration	884,009	852,759	861,369	857,695	4,936	0.6%
Law Library						
Operating Supplies	61,573	60,666	60,666	60,666	0	0.0%
Law Library	61,573	60,666	60,666	60,666	0	0.0%
Grants						
Personal Services	219,960	246,664	246,069	272,412	25,748	10.4%
Operating Supplies	6,368	6,707	4,064	4,724	(1,983)	-29.6%
Professional Services	162,140	423,044	625,520	590,956	167,912	39.7%
Communications	1,636	748	1,192	1,912	1,164	155.6%
Transportation	1,238	3,170	750	750	(2,420)	-76.3%
Miscellaneous	6,996	39,177	39,567	46,471	7,294	18.6%
Equipment	1,974	0	0	1,800	1,800	100.0%
Grant	400,312	719,510	917,162	919,025	199,515	27.7%
Total - Circuit Court	1,345,894	1,632,935	1,839,197	1,837,386	204,451	12.5%
Orphan's Court						
Personal Services	24,384	24,359	24,359	24,358	(1)	0.0%
Operating Supplies	0	300	300	300	0	0.0%
Communications	2,091	1,500	1,500	1,500	0	0.0%
Miscellaneous	7,110	7,800	7,800	7,800	0	0.0%
Equipment	4,995	1,200	0	0	(1,200)	-100.0%
Total - Orphan's Court	38,580	35,159	33,959	33,958	(1,201)	-3.4%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
Office of the Sheriff						
Law Enforcement						
Personal Services	16,991,715	16,670,769	18,043,389	17,341,809	671,040	4.0%
Operating Supplies	295,623	338,113	429,703	384,402	46,289	13.7%
Professional Services	173,003	188,189	195,389	192,989	4,800	2.6%
Communications	76,552	76,000	76,000	76,000	0	0.0%
Transportation	524,662	589,000	649,600	630,100	41,100	7.0%
Rentals	59,979	72,070	80,470	80,470	8,400	11.7%
Miscellaneous	118,256	121,900	122,500	122,500	600	0.5%
Equipment	50,985	46,000	278,160	118,690	72,690	158.0%
Lease Payments	758,288	572,176	398,609	498,441	(73,735)	-12.9%
Law Enforcement	19,049,063	18,674,217	20,273,820	19,445,401	771,184	4.1%
Corrections						
Personal Services	7,578,082	8,086,299	9,469,623	8,313,398	227,099	2.8%
Operating Supplies	641,267	692,991	728,271	692,991	0	0.0%
Professional Services	1,232,608	936,219	948,119	916,919	(19,300)	-2.1%
Communications	8,265	11,100	11,100	11,100	0	0.0%
Rentals	40,686	100,000	100,000	100,000	0	0.0%
Miscellaneous	2,586	9,641	9,641	9,641	0	0.0%
Equipment	38,063	0	70,700	0	0	0.0%
Lease Payments	21,634	29,789	18,971	18,971	(10,818)	-36.3%
Corrections	9,563,191	9,866,039	11,356,425	10,063,020	196,981	2.0%
Training						
Operating Supplies	100,906	108,195	116,710	111,375	3,180	2.9%
Professional Services	9,660	9,660	9,660	9,660	0	0.0%
Miscellaneous	129,026	119,500	163,100	129,150	9,650	8.1%
Training	239,592	237,355	289,470	250,185	12,830	5.4%
Canine						
Operating Supplies	4,300	7,000	7,000	7,000	0	0.0%
Professional Services	9,217	9,400	9,400	9,400	0	0.0%
Equipment	1,000	24,000	0	0	(24,000)	-100.0%
Canine	14,517	40,400	16,400	16,400	(24,000)	-59.4%
Court Security						
Personal Services	0	588,114	582,381	591,063	2,949	0.5%
Operating Supplies	0	0	1,300	1,300	1,300	100.0%
Court Security	0	588,114	583,681	592,363	4,249	0.7%
Grants						
Personal Services	419,149	610,962	623,239	637,401	26,439	4.3%
Operating Supplies	155,420	61,495	62,471	62,471	976	1.6%
Professional Services	13,031	16,188	209,730	22,751	6,563	40.5%
Communications	4,945	4,248	3,500	3,500	(748)	-17.6%
Transportation	9,125	12,000	14,145	14,145	2,145	17.9%
Miscellaneous	17,925	55,456	59,538	60,538	5,082	9.2%
Equipment & Lease	550,563	551,092	558,244	560,744	9,652	1.8%
Grants	1,170,158	1,311,441	1,530,867	1,361,550	50,109	3.8%
Total - Office of the Sheriff	30,036,521	30,717,566	34,050,663	31,728,919	1,011,353	3.3%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
Office of the State's Attorney						
Judicial						
Personal Services	2,110,885	2,097,245	2,083,303	2,046,124	(51,121)	-2.4%
Operating Supplies	33,349	38,031	40,031	40,031	2,000	5.3%
Professional Services	36,124	59,136	59,136	59,136	0	0.0%
Communications	13,568	15,100	15,100	15,100	0	0.0%
Transportation	6,534	7,700	8,400	8,400	700	9.1%
Rentals	165	200	200	200	0	0.0%
Miscellaneous	10,403	11,000	17,100	17,100	6,100	55.5%
Equipment	3,056	0	28,895	28,895	28,895	100.0%
Judicial	2,214,084	2,228,412	2,252,165	2,214,986	(13,426)	-0.6%
Project Graduation	Transferred to Miscellaneous Revolving Fund FY2012					
Operating Supplies	14,325	0	0	0	0	0.0%
Professional Services	12,859	0	0	0	0	0.0%
Communications	347	0	0	0	0	0.0%
Rentals	3,000	0	0	0	0	0.0%
Miscellaneous	23,397	0	0	0	0	0.0%
Project Graduation	53,928	0	0	0	0	0.0%
Grants						
Personal Services	446,959	493,016	489,346	463,276	(29,740)	-6.0%
Operating Supplies	7,522	4,700	6,700	6,795	2,095	44.6%
Professional Services	7,966	18,741	20,411	20,411	1,670	8.9%
Communications	3,695	7,786	7,786	7,786	0	0.0%
Transportation	246	1,278	1,392	1,392	114	8.9%
Miscellaneous	(557)	3,514	3,514	3,514	0	0.0%
Rentals	605	150	150	150	0	0.0%
Equipment	12,932	5,000	5,971	6,789	1,789	35.8%
Grants	479,368	534,185	535,270	510,113	(24,072)	-4.5%
Total - State's Attorney	2,747,380	2,762,597	2,787,435	2,725,099	(37,498)	-1.4%
County Treasurer						
Personal Services	353,443	355,106	352,893	355,286	180	0.1%
Operating Supplies	9,632	12,566	12,816	12,816	250	2.0%
Professional Services	0	1,368	1,368	1,368	0	0.0%
Communications	25,189	23,500	26,500	26,500	3,000	12.8%
Transportation	392	440	540	540	100	22.7%
Rentals	132	135	135	135	0	0.0%
Total - County Treasurer	388,788	393,115	394,252	396,645	3,530	0.9%

FY2013 BUDGET EXPENDITURES - DETAIL

Department/Spending Unit	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
OVER FY2012						
STATE AGENCIES/INDEPENDENT BOARDS						
Department of Health						
Operating Allocation	1,343,341	1,593,776	1,630,615	1,630,615	36,839	2.3%
Personal Services	16,241	16,236	16,236	16,236	0	0.0%
Mosquito Control/Gypsy Moth	50,500	54,000	54,000	54,000	0	0.0%
Total - Department of Health	1,410,082	1,664,012	1,700,851	1,700,851	36,839	2.2%
Department of Social Services						
Operating Allocation	218,289	232,490	244,399	244,399	11,909	5.1%
Personal Services	87,329	87,889	87,334	88,187	298	0.3%
Professional Services	3,142	6,500	6,500	6,500	0	0.0%
Grant	67,479	69,115	68,562	68,562	(553)	-0.8%
Total - Department of Social Services	376,239	395,994	406,795	407,648	11,654	2.9%
Alcohol Beverage Board						
Personal Services	68,243	77,060	76,507	77,198	138	0.2%
Operating Supplies	1,411	3,305	3,305	3,305	0	0.0%
Professional Services	8,798	13,000	17,000	17,000	4,000	30.8%
Communications	1,048	1,300	1,300	1,300	0	0.0%
Transportation	1,013	4,000	4,000	4,000	0	0.0%
Miscellaneous	101,345	106,437	106,437	109,535	3,098	2.9%
Equipment	538	0	0	0	0	0.0%
Grant	0	0	4,000	4,000	4,000	100.0%
Total - Alcohol Beverage Board	182,396	205,102	212,549	216,338	11,236	5.5%
Supervisors of Elections						
Personal Services	57,402	26,047	30,653	30,653	4,606	17.7%
Operating Supplies	43,481	47,577	46,577	46,577	(1,000)	-2.1%
Professional Services	552,500	546,855	554,955	554,955	8,100	1.5%
Communications	31,538	25,250	27,250	27,250	2,000	7.9%
Transportation	5,514	6,300	6,450	6,450	150	2.4%
Rentals	5,400	3,300	2,600	2,600	(700)	-21.2%
Insurance	250	125	0	0	(125)	-100.0%
Equipment	25,648	0	0	0	0	0.0%
Miscellaneous	9,789	7,330	10,230	10,230	2,900	39.6%
Total - Supervisors of Elections	731,522	662,784	678,715	678,715	15,931	2.4%
Cooperative Extension Service						
Operating Supplies	6,320	6,300	6,300	6,300	0	0.0%
Professional Services	140,696	168,854	169,541	169,541	687	0.4%
Communications	6,062	5,500	5,500	5,500	0	0.0%
Transportation	11,955	11,955	11,955	11,955	0	0.0%
Rentals	400	400	400	400	0	0.0%
Equipment	3,817	400	400	400	0	0.0%
Total - Cooperative Extension Service	169,250	193,409	194,096	194,096	687	0.4%
Ethics Commission						
Operating Supplies	116	183	183	183	0	0.0%
Professional Services	0	650	650	650	0	0.0%
Total - Ethics Commission	116	833	833	833	0	0.0%

FY2013 BUDGET EXPENDITURES - DETAIL

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
OVER FY2012						
Soil Conservation District						
Personal Services	14,950	16,445	14,950	14,950	(1,495)	-9.1%
Operating Allocation	38,870	39,201	52,753	52,753	13,552	34.6%
Total - Soil Conservation District	53,820	55,646	67,703	67,703	12,057	21.7%
Board of Education						
Administration	3,594,783	2,948,118	2,901,572	2,834,560	(113,558)	-3.9%
Mid-Level Administration	14,892,480	14,352,955	15,686,872	15,487,853	1,134,898	7.9%
Instructional Salaries	70,373,431	66,632,375	69,536,907	69,048,082	2,415,707	3.6%
Instructional Textbooks & Supplies	2,517,842	2,805,934	3,525,357	2,525,357	(280,577)	-10.0%
Other Instructional Costs	3,631,330	4,150,553	4,079,420	4,493,925	343,372	8.3%
Special Education	15,797,572	16,819,886	17,404,232	17,197,836	377,950	2.2%
Student Personnel Services	974,105	1,080,210	1,202,618	1,193,390	113,180	10.5%
Health Services	1,610,266	1,767,986	1,810,646	1,803,975	35,989	2.0%
Transportation	13,615,687	15,141,053	15,181,309	15,176,307	35,254	0.2%
Operation of Plant	12,666,618	13,043,462	13,486,819	13,481,735	438,273	3.4%
Maintenance of Plant	3,655,743	3,789,206	3,823,196	3,809,768	20,562	0.5%
Fixed Charges	30,471,291	34,457,864	35,032,373	35,737,315	1,279,451	3.7%
Capital Outlay	712,581	717,665	726,313	722,585	4,920	0.7%
Sub-Total - General Operations	174,513,729	177,707,267	184,397,634	183,512,688	5,805,421	3.3%
Funding other than County Appropriation						
Fund Balance - Used (generated)	8,000,000	3,924,369	1,000,000	1,000,000	(2,924,369)	-74.5%
State, Federal, Other Revenue Sources	93,454,818	96,737,038	96,834,979	96,814,979	77,941	0.1%
County Appropriation	76,000,000	77,045,860	82,562,655	80,581,762	3,535,902	4.6%
County Fund Balance - OPEB	0	0	4,000,000	1,000,000	1,000,000	100.0%
County Appropriation - State Pension Shift	0	0	0	2,485,697	2,485,697	100.0%
County Appropriation - Additional OPEB	0	0	0	1,630,250	1,630,250	100.0%
County Appropriation - BOE	76,000,000	77,045,860	86,562,655	85,697,709	8,651,849	11.2%
College of Southern Maryland						
Compensation	5,195,366	5,780,971	6,383,835	6,355,978	575,007	9.9%
Contracted Services	671,193	866,027	988,224	988,224	122,197	14.1%
Supplies & Materials	331,018	351,491	380,944	380,944	29,453	8.4%
Communications	70,773	95,803	89,238	89,238	(6,565)	-6.9%
Conferences, Meetings & Travel	65,968	86,988	86,438	86,438	(550)	-0.6%
Scholarships & Grants	14,130	20,850	21,267	21,267	417	2.0%
Utilities	604,657	710,346	725,358	725,358	15,012	2.1%
Fixed Charges	60,779	67,100	127,783	127,783	60,683	90.4%
Furniture & Equipment	53,576	26,000	28,786	28,786	2,786	10.7%
Mandatory Transfers	3,573,694	3,683,866	3,601,817	3,601,817	(82,049)	-2.2%
Sub-Total - General Operations	10,641,154	11,689,442	12,433,690	12,405,833	716,391	6.1%
Funding other than County Appropriation						
State, Federal, Other Revenue Sources	7,192,649	8,087,012	8,652,401	8,664,544	577,532	7.1%
County Appropriation	3,448,505	3,602,430	3,682,289	3,642,289	39,859	1.1%
County Appropriation - State Pension Shift	0	0	99,000	0	0	0.0%
County Appropriation - Additional OPEB	0	0	0	99,000	99,000	100.0%
CSM Foundation -scholarships	25,000	0	50,000	0	0	0.0%
County Appropriation - CSM	3,473,505	3,602,430	3,831,289	3,741,289	138,859	3.9%

FY2013 BUDGET EXPENDITURES - DETAIL

Department/Spending Unit	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
					OVER FY2012	
Board of Library Trustees						
Lexington Park Library	823,679	851,389	881,759	860,784	9,395	1.1%
Leonardtown Library	654,066	668,476	697,534	677,284	8,808	1.3%
Charlotte Hall Library	443,554	461,565	493,935	473,770	12,205	2.6%
Administration	1,550,446	1,230,277	1,333,804	1,323,035	92,758	7.5%
Sub-Total - General Operations	3,471,745	3,211,707	3,407,032	3,334,873	123,166	3.8%
Funding other than County Appropriation						
Fund Balance - Used (Generated)	178,770	72,500	60,203	60,203	(12,297)	-17.0%
State, Federal, Other Revenue Sources	1,011,937	858,169	870,466	870,466	12,297	1.4%
County Appropriation	2,281,038	2,281,038	2,443,363	2,331,204	50,166	2.2%
County Appropriation - State Pension Shift	0	0	33,000	0	0	0.0%
County Appropriation - Additional OPEB	0	0	0	73,000	73,000	100.0%
County Appropriation - Library	2,281,038	2,281,038	2,476,363	2,404,204	123,166	5.4%
Non-County Agency Contributions						
Alternatives for Youth & Families, Inc.	26,250	0	0	0	0	0.0%
Big Brothers / Big Sisters	0	0	8,070	0	0	0.0%
Boys & Girls Club of Southern Maryland	100,000	0	0	0	0	0.0%
Catholic Charities	15,000	15,000	0	0	(15,000)	-100.0%
Greenwell Foundation	42,000	37,800	42,000	30,000	(7,800)	-20.6%
Historic Sotterley, Inc.	75,000	67,500	75,000	60,000	(7,500)	-11.1%
Historic St. Mary's City Foundation	1,500	1,350	1,350	0	(1,350)	-100.0%
Hospice of St. Mary's	15,000	15,000	15,000	15,000	0	0.0%
Leah's House	0	0	30,000	0	0	0.0%
Lexington Park Rotary-Oyster Festival	5,000	4,500	4,500	3,000	(1,500)	-33.3%
Literacy Council of St. Mary's County	12,000	12,000	12,000	10,000	(2,000)	-16.7%
Maryland Dept. of Agriculture Weed Control	15,652	16,900	16,900	16,900	0	0.0%
Navy Alliance	30,000	27,000	35,000	25,000	(2,000)	-7.4%
Patuxent River Naval Air Museum	30,000	27,000	30,000	15,000	(12,000)	-44.4%
Seventh District Optimist	10,000	9,000	10,000	9,000	0	0.0%
SMC Forest Conservation District Board	1,000	900	1,000	500	(400)	-44.4%
So. MD Center for Independent Living, Inc.	15,000	15,000	0	0	(15,000)	-100.0%
The Promise	12,400	12,400	12,400	12,400	0	0.0%
Southern MD Higher Education Center	50,000	45,000	50,000	40,000	(5,000)	-11.1%
Southern MD Resource Conservation/Dev.	8,054	7,249	11,630	5,000	(2,249)	-31.0%
St. Mary's Caring, Inc.	3,000	3,000	5,000	3,000	0	0.0%
St. Mary's College River Concert Series	10,000	9,000	10,000	5,000	(4,000)	-44.4%
St. Mary's College Scholarship Fund	6,000	0	6,000	0	0	0.0%
St. Mary's County Art Council	2,000	1,800	1,800	0	(1,800)	-100.0%
St. Mary's County Historical Society	12,500	11,250	15,000	10,000	(1,250)	-11.1%
Summerseat Farm, Inc.	0	0	21,875	0	0	0.0%
The ARC of Southern Maryland, Inc.	132,150	132,150	132,150	130,000	(2,150)	-1.6%
The Center for Life Enrichment	155,908	155,908	165,115	150,908	(5,000)	-3.2%
The Southern MD Center for Family Advocacy	108,089	108,089	138,089	100,000	(8,089)	-7.5%
Three Oaks Center	130,000	130,000	150,000	125,000	(5,000)	-3.8%
Tri-County Community Action (SMTCCAC Inc)	17,751	17,751	17,751	16,000	(1,751)	-9.9%
Tri-County Council	94,200	84,780	94,200	94,200	9,420	11.1%
Tri-County Youth Services Bureau	116,479	116,479	116,479	110,000	(6,479)	-5.6%
Unified Commission for Afro Americans	5,000	5,000	5,000	4,000	(1,000)	-20.0%
Walden/Sierra	345,447	345,447	345,447	340,447	(5,000)	-1.4%
Watermen's Association	20,000	18,000	18,000	13,000	(5,000)	-27.8%
Total - Non-County Agencies	1,622,380	1,452,253	1,596,756	1,343,355	(108,898)	-7.5%

**FY2013 BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2011	FY2012	FY2013	FY2013	INCREASE	(DECREASE)
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PER CENT
Other Budget Costs						
Volunteer Fire Depts. & Rescue Squads (Amoss)	200,000	200,000	200,000	200,000	0	0.0%
Supplemental Expense Reserve	0	1,000,000	1,000,000	1,000,000	0	0.0%
Leonardtown Tax Rebate	66,659	52,230	49,615	49,615	(2,615)	-5.0%
Employer Contributions - Retiree Health Benefits	4,973,168	5,246,237	5,540,000	6,540,000	1,293,763	24.7%
Employer Contributions - Unemployment	55,698	66,000	200,000	200,000	134,000	203.0%
G. O. Bonds/ Bank Fees	49,665	61,000	61,000	61,000	0	0.0%
Debt Service	12,699,614	12,044,482	12,894,326	12,493,113	448,631	3.7%
Total - Other Budget Costs	18,044,804	18,669,949	19,944,941	20,543,728	1,873,779	10.0%
Transfers & Reserves						
Capital Projects - Pay-Go	0	1,048,000	1,169,000	9,763,208	8,715,208	831.6%
Reserve - Bond Rating	0	0	0	200,000	200,000	100.0%
Reserve - Emergency Appropriations	0	500,000	500,000	500,000	0	0.0%
Total Transfers & Reserves	0	1,548,000	1,669,000	10,463,208	8,915,208	575.9%
TOTAL GENERAL FUND	\$181,725,278	\$192,483,034	\$204,713,640	\$211,678,778	19,195,744	10.0%

COUNTY COMMISSIONERS / COUNTY ADMINISTRATOR

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Legislative/County Commissioners	430,237	461,026	451,246	453,465
County Administrator	334,760	373,085	323,196	329,546
Public Information	<u>203,456</u>	<u>240,849</u>	<u>222,590</u>	<u>211,510</u>
Total County Commissioners/ County Admin.	968,453	1,074,960	997,032	994,521

Program Description

The Board of County Commissioners establishes all County policies, enacts ordinances which have the force and effect of law, reviews and approves annual budgets and work plans for all departments and agencies receiving County funds, conducts public hearings and makes decisions on land use matters involving zoning, water and sewer categories and appeals from the Planning Commission. The County Commissioners appoint all department heads and members of boards, committees and commissions, purchase and maintain County property, approve road construction and maintenance, and serve as the County's chief elected officials in dealing with other counties, and the state and federal governments. The County Commissioners' office serves as a contact point for citizens in a variety of areas ranging from general information to specific assistance with government procedures and programs.

An appointed County Administrator is responsible for the day-to-day administration of County government, supervision of all government department heads, and coordination of staff activities under the County Commissioners' jurisdiction. The County Administrator assigns and reports on general business actions and functions of County government and provides periodic performance reports on projects or problems. The County Administrator oversees the Public Information office and provides staff support for meetings with the Board of County Commissioners, maintaining the minute books of these meetings. The County Administrator is responsible for the follow-up actions that result from developments at meetings as directed by the Board of County Commissioners. This office maintains the official record of resolutions and ordinances, provides office support for the individual county commissioners, and maintains correspondence and administrative files for the Board of County Commissioners. The County Administrator serves as the official Board of County Commissioner representative at court actions, hearings, and inquiries at the local, regional and state level. The office manages the overall system of County Boards, Committees and Commission Appointments. The Office of the County Administrator maintains the "Seal of the County" and the County Commissioners' official file, their reference library, prepares their agenda and schedules for future events. The County Administrator coordinates with the Board of County Commissioners, the County Attorney, and the staff offices to develop proposed legislation annually for submission to the legislators. The office also operates and staffs the County's Switchboard.

The Public Information Office oversees communication with the press and the public, including media releases, the county website and dissemination of emergency information to radio broadcasting and on Channel 95. Public Information Office plans and provides staff support for Board of County Commissioner's special events such as Veteran's Day Parade and Celebration, and Law Enforcement Appreciation Day. Public Information prepares for the commissioners proclamations, commendations, and special awards to recognize special accomplishments of individuals, organizations, and employees. They also play a central role in the dissemination of information in emergency situations as well as issuing media releases and other information to the press and the public, as well as overseeing the content and organization of information for the County website on behalf of the Commissioners.

Budget Highlights

The budget for the County Commissioners/County Administrator is \$994,521, an \$80,439 decrease or 7.5% less than the prior year. This includes maintaining Commissioner's salaries as legislated. It reflects the elimination of one FTE position (Fiscal Specialist I), and the realignment of funds for Fire & Rescue Appreciation Day to the Department of Emergency Services & Technology.

DEPARTMENT OF AGING & HUMAN SERVICES

Division	FY2011 Actual	FY2012 Approved	FY2013 Request	FY2013 Approved
Aging Administration	1,332,456	1,368,631	1,387,467	1,368,508
Medical Adult Day Care (County Match Only)	20,749	0	0	0
Grants - Aging	906,787	948,304	896,066	987,019
Human Services – Administration Grants	350,255	365,380	356,875	356,875
Community Services (CS)	302,104	309,524	242,395	247,457
Human Relations Commission	50	2,750	1,850	1,850
Commission for People with Disabilities	1,603	2,300	2,300	2,300
Commission for Women	6,550	3,500	4,000	4,000
Grants – Human Services (Non-Administration)	4,299,505	4,058,134	4,356,018	4,356,018
Marcey Halfway House	403,369	418,334	0	0
Total Department of Aging & Human Services	7,623,428	7,476,857	7,246,971	7,324,027
Miscellaneous Revolving Fund - Aging	104,334	160,000	160,000	160,000
Miscellaneous Revolving Fund – CS	269	1,000	1,000	1,000

Program Description

In FY2012, the Board of County Commissioners approved the consolidation of the Department of Human Services with the Department of Aging to be combined as one department known as the Department of Aging & Human Services.

The Department of Aging & Human Services' basic purpose and mission are to provide an array of programs and services to the senior community that (1) foster and promote continued good physical and mental health and promote "healthy" aging within the senior community; (2) provide appropriate supportive and health services that enable seniors to live independently in their homes and communities; (3) offer social, educational, and recreational activities that give members of the senior community ample opportunity to remain engaged with their peers and; (4) promote the concept of developmental aging under which one's senior years are viewed as an opportunity for additional personal growth and development rather than a period of decline. A significant portion of the Department of Aging & Human Services' general fund budget is financed from Federal and State grants as well as income from program fees and services. Federal grants support the operation of senior centers and nutrition sites, home and community-based services, and provide some funding for administrative support. In FY2011, the County successfully transitioned the Medical Adult Day Program to a private not-for-profit enterprise.

The Division of Human Services' areas of responsibility include: (1) services provided to citizens with mental health needs; (2) offer substance abuse treatment and prevention options including outpatient and residential options; (3) supportive services for children and youth and; (4) offer social, educational, and recreational activities to children and families. This division facilitates an integrated network of services to improve conditions for people in need. The division brings together local agencies, providers, consumers of services, other public and private entities, and other community representatives to empower local stakeholders in addressing the needs of and setting priorities for St. Mary's County. This division also serves the Local Management Board and the Local Drug and Alcohol Council; and serves as the Core Service Agency. The County is in the process of a successful transition of the Marcey House services to a private enterprise, which will be completed on or before June 30, 2012, and therefore, no budget is reflected in FY2013.

The Department provides staff and administrative support to the following county government advisory boards: the Commission on Aging, the Human Relations Commission, the Council on Mental Health and Addiction Services, Commission for Women, the Human Services Council, the Commission for People with Disabilities, the Local Management Board, and the Alliance for Alcohol/Drug Abuse Prevention. Administrative support includes attending scheduled meetings, preparation and distribution of minutes and related correspondence, coordinating logistics for programs and special events, maintaining required memberships and overseeing budgetary matters.

The Division of Human Services acts as a resource and referral service by responding to numerous citizen and community inquiries. The Division of Human Services coordinates a comprehensive alcohol and drug abuse prevention program, and coordinates the Teen Court Program.

Budget Highlights

The general fund budget for the Department of Aging & Human Services is \$7,324,027, a decrease of \$152,830 or 2% less than the prior year. This decrease is principally due to the privatization of the Marcey House in FY2013, which results in non-grant savings to the County and a reduction of 4.5 positions. Additionally, this budget includes the re-alignment of staff costs previously paid out of the Community Services Division to the Human Services Grants Division to reflect staff re-alignment resulting from the consolidation. County funding for Aging & Humans Services grant activities decreased from \$267,149, to \$178,594, for a net savings of \$88,555, principally due to the privatization of the Marcey House. This savings is offset by the added subsidy for the Medicaid Waiver Grant which is being changed to a fee-for-service program at the grantor level. Additionally, this includes \$20,000 realigned from the Sheriff's Budget to align the subsidy for Correctional Mental Health Services to the related grant budget and administration.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
<u>Senior Centers and Nutrition sites</u>			
Serve mid-day congregate meals to support healthy nutrition	18,093	17,672	17,849
Seniors served	1,876	1,700	1,870
<u>Social / Recreational / Educational activities</u>			
Seniors served	2,917	2,833	3,116
Units of Service	19,606	21,100	23,210
<u>Physical fitness & Health Education and Screening programs</u>			
Seniors participating	6,684	7,236	7,960
Units of Service	75,389	80,926	89,019
<u>Home and Community-Based Services</u>			
<u>Medicaid Waiver</u>			
Persons Served	38	40	48
Admissions	6	8	10
Discharges / Deaths / Transfers	10	7	9
Applications Taken	10	15	20
<u>Senior Care</u>			
Seniors Served (aged 65 and over)	57	60	66
Admissions	6	15	6
Discharges	12	13	15
<u>National Family Caregivers Support Program and County (In-Home Services)</u>			
Clients Served	155	178	204
Caregivers Served	39	44	50
<u>Meals On Wheels</u>			
Meals Served	44,201	48,602	53,462
Seniors Served	403	367	404
<u>Senior I&A Program</u>			
Information and Assistance – Client Calls / Visits	2,964	1,850	1,860
SHIP Client Calls / Visits	652	563	700
Number of Contacts – UNITS (Newsletter)	3,616	2,413	2,560
<u>Senior Rides</u>			
Number of Unduplicated Clients Served	54	68	80
Number of Trips Taken	396	445	500

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
<u>Retired & Senior Volunteer Program (RSVP)</u>			
Number of Volunteers	258	276	306
Hours of Volunteer Service	28,837	26,044	29,064
Number of Stations	33	35	37
<u>Mental Health/Core Service Agency</u>			
Help Calls/Walk-Ins - Documented	720	800	800
Children Placed by the Core Service Agency (CSA)	2	2	2
Children Returned/Diverted From Placement	1	4	4
Psychiatric Rehabilitation Services - Reviewed/Authorized	296	300	300
Residential Rehabilitation Services - Reviewed/Authorized	78	85	85
Residential Rehabilitation Program Inspections	11	11	11
Individuals in Residential Rehabilitation Reporting Satisfaction with Living Situation	100%	100%	100%
Shelter Plus Care Beds Managed	11	11	11
Adult In-Home Intervention Applicants Screened	9	20	20
Children/Adolescent In-Home Intervention Applicants Screened	12	17	22
Number of Uninsured Eligibility Requests to CSA	44	45	45
<u>Local Management Board</u>			
Participants - After School Programs	205	55	60
Parents Served - Family Navigation & Single Point of Access	157	450	250
Cases of Formal and Informal Counseling – Early Intervention & Prevention	455	400	330
Participants - Juvenile Court Drug Assessor		20	30
Participants - Mentoring		120	130
Meetings/Programs - Early Childhood Council	10 / 3	10 / 4	10 / 5
<u>Youth Coordination</u>			
<u>Teen Court</u>			
Adult Volunteers	8	4	5
Juvenile Volunteers	35	15	20
Cases Heard in Court	42	7	42
<u>Project Graduation</u>			
Graduate Attendees	83%	85%	85%
Number of Volunteers	42	45	45
Number of Students	1700	1800	1900
Number of Guest Attendees	800	800	800
<u>Child Welfare Day –Participants</u>	0	45	100
<u>ADAA Treatment and Prevention Services</u>			
Patients in ADAA funded outpatient programs are retained in treatment at least 90 days	42%	60%	62%
Patients completing ADAA funded half-way house programs are retained in treatment at least 90 days	40%	55%	58%
Patients completing ADAA funded intensive outpatient programs that enter another level of treatment within 30 days of discharge	58.8% Adults 60.8% Adol.	60% Adults 50% Adol.	66% Adults 56% Adol.
Patients completing ADAA funded detoxification programs and enter another level of treatment within 30 days of discharge	97.5%	93%	90%
Reduction of patients using substances at completion of treatment from patients who were using substances at admission to treatment.	67.7% Adults 71.8% Adolescents	72% Adults 84% Adolescents	82% Adults 82% Adolescents

OFFICE OF THE COUNTY ATTORNEY

	FY2011 <u>Actual</u>	FY2012 <u>Approved</u>	FY2013 <u>Request</u>	FY2013 <u>Approved</u>
Total County Attorney	507,021	503,384	500,618	504,754

Program Description

The County Attorney is responsible for providing legal services to the Board of County Commissioners, the County Administrator and the County departments, offices, agencies, boards, committees and commissions. Activities include: researching legal issues and provide legal opinions; coordinating and monitoring legal representation of the County by independent contract and insurance defense counsel; drafting or reviewing all resolutions and ordinances to be considered and adopted by the Board of County Commissioners; providing Legal representation regarding enforcement of all local ordinances and locally-adopted regulations; collection of various funds due and owing to the County; acquiring title to real property purchased by the County at tax sales; defending the County in court cases; approving as to form and legal sufficiency, contracts, grant applications and agreements; and negotiating leases, residential, commercial, tie-down and hangar, as requested for various departments and agencies, in the conduct of their operation and in FY2012 became the designated "forfeiting authority" for local asset forfeitures, under Title 12 of the Statute.

Budget Highlights

The budget for the County Attorney is \$504,754, an increase of \$1,370 or .3%. This increase is attributed to an increase in personal services costs.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

<u>Division</u>	FY2011 <u>Actual</u>	FY2012 <u>Approved</u>	FY2013 <u>Request</u>	FY2013 <u>Approved</u>
Administration/Office of the Director	165,542	177,536	176,983	178,035
Tourism Development	369,212	430,874	445,393	416,328
Agriculture & Seafood Development	168,539	174,747	173,640	175,285
Business Development	342,019	364,579	362,366	369,070
Housing Authority	1,073,581	1,316,027	30,020	1,100,679
Grants	<u>159,019</u>	<u>64,000</u>	<u>60,000</u>	<u>60,000</u>
Total Economic & Community Development	2,277,912	2,527,763	1,248,402	2,299,397

Program Description

The St. Mary's County Department of Economic and Community Development (DECD) works on behalf of all citizens and businesses to secure a sound resilient economy. The Department's four divisions; Housing, Tourism, Agriculture & Seafood, Business Development and the Executive Director of the Community Development Corporation (CDC); work with citizen-led boards and commissions to identify and meet challenges.

The department supports: the defense technology sector; new and expanding businesses; the revitalization of Lexington Park; tourism development, the agriculture sector and various Agriculture Land Preservation programs, housing opportunities, community development and neighborhood improvements. The department produces a listing of available office/building/land sites; tourism brochures written for many audiences; and listings of available rental properties; and participates in several key events throughout the year.

This department provides a broad range of services to individuals, families and businesses and industries in St. Mary's County. The department also provides up-to-date information on the County's labor market, economy, growth patterns and other relevant data having economic impact on citizens of the County. The department has

developed a multi-year economic development strategy for the County based on current economic trends and a situation analysis based on economic data and research.

The department works closely with or coordinates the activities of citizen groups which assist County government, including: Agriculture and Seafood Commission, Agricultural Land Preservation Board, local and regional Tourism Boards, Economic Development Council, Housing Authority Board, Chamber of Commerce, Patuxent Partnership, Community Development Corporation, Southern Maryland Navy Alliance, Watermen's Association, and the Farmers' Market Association.

A designated Maryland Technology Corridor, the Business Development Division's mission is to promote St. Mary's County's competitive advantages to current and prospective businesses and to develop a more diversified economy. The department produces the annual Technology Handbook for St. Mary's County, which is primarily a directory of technology businesses residing in St. Mary's County. With over 200 companies featured, the handbook provides detailed profiles enabling businesses to locate and interact with key service firms. The Technology Handbook also provides human resource contacts to assist job seekers as well as listings of local education and training institutes for local workforce development.

The County is in the process of a successful transition of the Housing Division to an independent organization, which was completed in June 2012, except for budget costs for 1 FTE retiring November 1, 2012. After November, no additional costs are budgeted for FY2013.

Budget Highlights

The budget for the Department of Economic and Community Development is \$2,299,397, a decrease of \$228,366 or 9.0% less than the prior year. This reduction is primarily due to the transitioning of the Housing Authority to a fully independent entity in FY2013, which also reduces staffing by 20 FTEs. There is an offsetting revenue reimbursement from the Housing Authority for temporary transition costs in the Housing Division and a 15% reimbursement of the CDC Executive Director from the Community Development Corporation. The County is using \$1,060,000 in fund balance to fund the accrued liability for retiree health benefits for the Housing employees retiring in 2012.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
<u>Tourism</u>			
Total Unique Tourism Website Visits	58,642	59,600	90,000
Tourism Social Media followers (Twitter and Facebook)	994	1,600	2,400
State Tourism Marketing Grant Received	\$59,291	\$64,125	\$65,000
Tourism eNewsletter Subscribers	1,912	2,150	3,225
Tourism Taxes - State Sales Tax - Hotel (based on Finance Dept. figures and projections)	\$786,424	\$800,000	\$840,000
Tourism Welcome Center Visitors (reduced hours for FY 11 and FY 12)	1,291	1,800	2,500
<u>Agriculture & Seafood</u>			
Maryland Agriculture Land Preservation Foundation (MALPF) - goal is to permanently preserve 1,000 acres each year	10,486 acres	11,000 acres	12,000 acres
Rural Legacy - preserve land in both the Huntersville & Mattapany Rural Legacy Areas using State, County & Navy funding	3,358 acres	3,500 acres	4,000 acres
St. Mary's County Agriculture Land Preservation Five Year Tax Credit Agreement	16,581 acres 135 farms	17,000 acres 140 farms	17,500 acres 145 farms
Farmers' Markets - Increase vendor and customer participation at the two Farmer's Markets.		25% increase in customer use	25% increase in customer use

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Business Development			
Continue dialogue with Navy regard to encroachment, mitigation, EDC, CDC, community partnerships, and other joint activities.	2	2	2
Expand industry and other community participation in EDC and rotate monthly meetings. Increase guest participation.	6	8	8+
Foster diversity in Economic Development with focus on increasing tax base. Number of business prospects pursued.	3	3	3
Provide packets that include business postcards and updated/expand Technology Handbook mailing list	450	450	475
Garner support and partner with other agencies to leverage county resources in the quest for sustainable economic development. Number of organizations.	18	18	18
Respond to requests for information on our local economy, demographics, markets, business, rules and regulations.	2000+	2000+	2000+
Technology Handbook distribution / online hits for Technology Handbook	8,000/ 30,000	5,000/ 30,000+	6,000/ 32,000+
Plan and produce events in support of business development and bring the St. Mary's County story to selected trade shows, conferences and forums. Number of participants	2,600	2,600	2,600
Assist small business owners with start-ups and expansions. (Number of businesses, including: business tours, retention visits, chamber ribbon cuttings, and start up assistance.)	100	100	100+
Communicate events and opportunities to businesses via an electronic newsletter distributed weekly. (Number of addresses)	1,400	1,500	1,600

DEPARTMENT OF FINANCE

<u>Division</u>	<u>FY2011</u> <u>Actual</u>	<u>FY2012</u> <u>Approved</u>	<u>FY2013</u> <u>Request</u>	<u>FY2013</u> <u>Approved</u>
Administration/Budget	639,254	662,909	659,589	668,507
Accounting	493,005	515,357	516,484	522,194
Auditing	41,310	47,400	47,500	47,500
Procurement	237,977	251,706	249,093	258,960
Copy Center	699	0	0	0
Total Department of Finance	1,412,245	1,477,372	1,472,666	1,497,161

Program Description

Department staff provide financial, budget, accounting, procurement and other related support to all departments and units of County Government as well as a number of affiliated programs and entities. The Administration/Budget Division is responsible for overall department management and serving as fiscal policy advisor to the Board of County Commissioners and the County Administrator. This responsibility includes budget formulation and management, cash flow, debt management, including bond sales, and other special fiscal services, such as grants or capital projects monitoring, and the administration of the County's OPEB trust. This department reviews all County Commissioner agenda items involving financial terms. The Accounting Division's responsibilities include maintenance of general accounting and payroll/leave systems, revenue and disbursement systems, investment of County funds, annual financial audit activities and other external financial reporting. In addition, this division processes the energy tax refund program as well as mosquito control program invoicing and collection. The Procurement Division is responsible for all procurement-related activities, including working with departments to develop appropriate specifications and preparation and release of solicitations, and the evaluation and negotiation of bids and contracts. In addition to formal procurement activity, there are numerous small purchases during the year. This division is responsible for ensuring compliance with the County's Local Vendor Preference policy, initiated during FY2012. The Department is the custodian of all fiscal records and manages the security of the related financial systems used. Related to these efforts, department staff routinely provides training to all users on the various H.T.E. financial modules.

Budget Highlights

The budget for the Department of Finance is \$1,497,161, an increase of \$19,789 or 1.3%. The increase in personal services reflects the County-wide compensation changes approved by the Commissioners. Additionally, \$5,000 is budgeted to implement web-based modules for payroll information and vendor payments beginning in FY2013.

<u>Selected Statistics / Workload Indicators</u>	<u>Actual</u> <u>FY 2011</u>	<u>Estimated</u> <u>FY 2012</u>	<u>Projected</u> <u>FY 2013</u>
Capital Projects Monitored - # /value	115 / \$66M	135 / \$71.3 M	150 / \$94M
Bonds and exempt financing – new issuance	0	\$11,000,000	\$20,000,000
Fire & Rescue Loans Monitored	13	13	15
H.T.E. Training – Hours Provided/Number of Participants	350/500	350/500	400/550
Personnel Actions Reviewed	150	175	200
Payroll / LOSAP Checks Processed	27,000	27,300	27,500
Vendor Checks (Payments) Processed	11,750	11,900	12,100
Budget Amendments Processed, including BOCC Actions	725	625	625
Grants/Agreements/Actions Reviewed	230	195	180
Requisitions Processed	4,640	4,625	4,700
Formal Procurement Solicitations	65	75	75
Journal Entries Processed	1,500	1,500	1,500
Energy Tax Refund Checks	1,750	1,800	1,900

DEPARTMENT OF HUMAN RESOURCES

<u>Division</u>	<u>FY2011</u> <u>Actual</u>	<u>FY2012</u> <u>Approved</u>	<u>FY2013</u> <u>Request</u>	<u>FY2013</u> <u>Approved</u>
Human Resources	514,772	544,694	542,174	572,294
Risk Management	629,900	811,802	786,304	723,000
Grants	553	0	0	0
Total Department of Human Resources	1,145,225	1,356,496	1,328,478	1,295,294

Program Description

The Department of Human Resources is responsible for all personnel and benefits administration activities for the County workforce. This includes position classification, job advertising, applicant interviewing, testing, personnel actions, maintenance of personnel records, update and maintenance of the Personnel Manual, administration for the State Retirement and Pension System, and Plan Administration for the Sheriff's Office Retirement Plan, employee health and life insurance programs, unemployment compensation, as well as the Employee Assistance Program, Savings Bond Program, and a Length of Service Awards Program for local Volunteer Fire and Rescue Companies. The department also handles Risk Management, including the County's general liability and property insurance costs and self-insured workers compensation, and is responsible for claims and risk management through activities and programs designed to reduce our risk and improve our loss experience.

Budget Highlights

The budget for the Department of Human Resources is \$1,295,294, a decrease of \$61,202 or 4.5% less than the prior year. The budget reflects an increase in professional services to assist Human Resources with review and update of position classifications county-wide. The increase is offset by decreased costs for liability insurance based on successful risk management efforts. Insurance for the STS buses is reflected in the Department of Public Works and Transportation, as a grant cost. Tuition reimbursement for County employees remains level with prior year funding.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
<u>Human Resources</u>			
Employment Applications	2,036	1,528	1,250
New Hires (includes PT, Temp, Sub, and Seasonal)	272	244	220
Retirees/Separations/Other	237	258	280
Employee Evaluations Processed/Tracked	667	623	620
<u>Risk Management</u>			
Risk Claims	208	249	229
Workers' Compensation Claims	92	81	87
Employee Safety Trainings Coordinated/Conducted	55	57	60
Number of Employees Attending Trainings	425	451	450
Safety/Loss Control Meetings Coordinated/Conducted	11	10	12

DEPARTMENT OF LAND USE AND GROWTH MANAGEMENT

<u>Division</u>	<u>FY2011</u> <u>Actual</u>	<u>FY2012</u> <u>Approved</u>	<u>FY2013</u> <u>Request</u>	<u>FY2013</u> <u>Approved</u>
Administration	586,544	640,912	653,890	646,347
Comprehensive Planning	584,122	630,441	629,457	763,534
Development Services	293,910	368,994	380,674	385,289
Zoning Administration	319,823	261,247	259,634	271,725
Planning Commission	21,864	25,974	26,224	26,224
Boards & Commissions	16,997	20,594	20,894	17,537
Historical Preservation	1,387	3,215	3,215	3,215
Permit Services	217,447	319,414	317,351	311,448
Inspections & Compliance	478,320	550,902	549,536	557,093
Board of Electrical Examiners	5,607	10,600	9,850	9,850
Building Code Appeals Board	0	1,000	1,000	1,000
Commission on the Environment	1,160	2,825	2,825	2,825
Plumbing & Gas Board	2,591	4,025	2,175	2,175
Grants	1,473	31,500	1,500	1,500
Total Dept. of Land Use & Growth Management	2,531,245	2,871,643	2,858,225	2,999,762
Miscellaneous Revolving Fund	0	10,000	10,000	10,000

Program Description

The Department of Land Use and Growth Management addresses functions including: planning, zoning and land use; updates of the Comprehensive Land Use Plan and Area Plans, such as the Lexington Park Master Plan and the Wicomico Scenic River Management Plan; issuing building and other permits (including use and occupancy certificates; administering and verifying compliance with zoning, building, electric, plumbing, natural gas, HVAC, Floodplain, Minimum Livability and Maryland Accessibility codes; coordinating the daily inspections of all building, electrical, plumbing, natural gas and HVAC work with the County's contract inspection agency; and conditional use, non-conforming use and mining operations, grading, road entrance, storm water management, and all other related development inspections. The department is intended to provide optimal customer service, complete but concise and consistent answers to inquiries, processing questions, etc., in the role as a "Development Assistance Center." This program has a health and safety focus while streamlining procedures to meet every day needs of homeowners or small business owners who want to improve their property or business.

This department provides staff support to a variety of boards and commissions including: Planning Commission, Board of (Zoning) Appeals, Historic Preservation Commission, and Electrical Examiners and provides supplemental support to numerous other Boards and the Technical Evaluation Committee.

Budget Highlights

The budget for the Land Use and Growth Management Department is \$2,999,762, an increase of \$128,119 or 4.5%. This includes a funding increase of \$50,000 for contracted services to assist with the Waterway Implementation Plan (WIP) requirements, interns to assist with Mapping/GIS/Lexington Park Master Plan, and contracted services to review plat, site, and critical area plans. This budget reflects savings from the continued hiring freeze of two FTE positions (Inspector II and Senior Office Specialist). A previously frozen position (Planner I) is restored.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Administration			
Planning Commission Meetings Regular / Special / Work Session	28	23	26
Board of Appeals Meetings Regular / Special / Work Session	14	23	23
Court Transcripts	1	4	2
Elms Committee Meetings	4	3	2
Board of County Commissioners Work Session	1	5	3
Joint Public Hearing (Special) Lexington Park	2	2	2
Development Review Streamlining Meetings	0	1	2
Front Counter Inquiries / Telephone Calls	10,803 / 8,925	12,500 / 10,500	13,000 / 11,500
Entrance Permits – New / Reimbursement	294 / 328	350 / 500	425 / 600
Over Lot Grading Permits – New / Reimbursement	74 / 54	50 / 50	50 / 50
General Planning			
Comprehensive plan review and update	0	1	1
Annual reports on development activity and comprehensive plan compliance / review	1	1	1
Participation at Planning Commission and County Commissioner meetings as needed	50	60	30
Attendance at the American Planning Association Conferences: Regional or/and National	3	2	3
Comprehensive Plan Update Community and Commissioner briefings	17	2	2
Agricultural Preservation			
Participation at meetings of the Agricultural Land Preservation District Advisory Board of the Ag. and Seafood Commission	12	12	12
Historic Preservation			
Participation at mo. meetings of Historic Preservation Commission	12	12	12
Support Community projects (e.g., War of 1812 Commemoration; First Sheriff book)	0	0	24
Participation in Commission training	5	3	4
Grant Preparation	3	2	2
Demolition Review	53	45	45
Rezoning – Overlay Designation	0	1	1
Regional Preservation Planning Projects			
Religious Freedom Byway Promotion (hours)	12	15	15
Tobacco Barns – National Register	0	2	2
Private Cemetery Project	2	8	10
Attendance at State or National Conference	0	1	1
Response to customer service requests	0	0	200
Environmental Planning			
Monthly participation with Commissioners and Committees: Patuxent River Commission (avg. 5 hrs. per meeting)	11	11	6
Commission on the Environment (avg. 3 hrs. per meeting)	10	12	12
Wicomico Scenic River Commission (avg. 3 hrs. per meeting)	6	6	36
Watershed Implementation Plan (WIP) compliance			
Implementation workgroup (avg. 6 hrs. / meeting)	6	12	12
Board of County Commissioners Briefings.	2	0	6

DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Administration	380,720	391,192	388,979	392,460
Engineering Services	649,364	676,204	672,884	681,689
Development Review	236,636	208,739	207,632	207,904
Construction & Inspections	487,553	498,047	491,405	505,439
County Highways	3,658,794	3,898,135	3,720,443	3,805,995
Solid Waste & Recycling Subsidy	1,433,272	1,000,000	1,000,000	1,000,000
Mailroom	137,966	148,272	154,616	162,883
Vehicle Maintenance Shop	1,270,742	1,343,240	1,643,835	1,341,600
Non-Public School Bus Transportation	1,995,943	2,131,840	2,131,833	2,187,589
St. Mary's County Airport	25,539	41,350	41,350	41,350
St. Mary's Transit System (Grant)	2,514,161	2,716,202	3,039,696	3,117,855
Building Services	3,301,503	3,654,556	3,645,317	3,649,724
Carter State Office Building	479,964	589,351	588,798	599,133
Total DPW & T – General Fund	16,572,157	17,297,128	17,726,788	17,693,621
Solid Waste & Recycling Fund	3,733,825	3,494,060	3,429,311	3,534,331
Miscellaneous Revolving Fund	4,921	7,350	7,350	7,350

Program Description

The Department of Public Works & Transportation is responsible for County Highways, Development and Plan Review, Engineering Services, Transportation Services, Airport Operations, Constructions and Inspections, Solid Waste and Recycling, and Building Services. General responsibilities are:

Perform highway maintenance activities on all County roads, including: snow and ice control, roadside debris removal, litter control, animal carcass disposal, street lighting, incident management, eviction assistance, grass cutting, tree trimming, pavement patching, drainage resolution, severe weather response, culvert replacement, bridge repair, shoulder maintenance, safety improvements, traffic/street name signage and pavement management;

Assist the County's Planning Commission and Board of Appeals by providing technical assistance on a variety of issues. Review and approve designs and construction plans to assure compliance with the adopted Road Ordinance, Storm Water Management, Grading, Erosion & Sediment Control Ordinance and Comprehensive Land Use Plan Requirements;

Transportation planning, roadway and bridge design, shore erosion and dredging projects, marine / shoreline protection, GIS/ GPS mapping, land acquisition, facility/building construction, special taxing districts, and post-construction audits;

Fleet management, operation of the STS transit system, vehicle maintenance-acquisition-displacement of all tagged vehicles and heavy construction equipment, non-public school transportation, motor pools, school bus driver training, central mailroom and messenger services and administration of the Bus Driver Drug & Alcohol Testing Program;

Airport master planning, commuter air service development, airport compliance, security and safety, tie-down and lease management, business development and airspace protection. Services provided at the Airport include: hangar leasing, tie-down rental, flight school instructions, charter services, maintenance/repair services and Maryland State Police Medevac Operations;

Assure that private and public sector projects are completed in accordance with project design and specifications. Responsibilities include: materials testing, utility coordination, quality control, guardrail replacement, maintenance paving, pavement markings/line striping, contractor management, inspections, construction of new subdivision roads, site development, and administering capital improvement projects;

Maintain three (3) closed sanitary landfills and operate six (6) residential convenience centers throughout the County. Tons of recyclables are diverted from the County landfills annually; and

Maintain all of the County-owned and/or leased facilities. Activities include janitorial services, preventive maintenance, carpentry, electrical, plumbing, and painting repairs, and utility costs for all buildings maintained by or reimbursed to the County.

Budget Highlights

The general fund budget for the Department of Public Works & Transportation is \$17,693,621, a net increase of \$396,493 or 2.3%. This increase is principally due to the increased costs of the St. Mary's Transit System and the County's share is \$1,343,445 in FY2013, compared to \$1,154,083 in FY2012. Also included, is a \$55,000 increase in contracted services for non-public school bus transportation. This budget re-consolidates the building services and vehicle maintenance divisions for the Sheriff back to the central building services and vehicle maintenance divisions.

The General Fund subsidy to the Solid Waste & Recycling Fund is \$1 million and maintains services at the prior fiscal year level. The Enterprise fund reflects increased costs for hauling, due to ending of contract with Charles County for refuse disposal. The subsidy is expected to remain 1 million, with any future increased costs reflected in rate changes.

\$106,711 is included in the general operating budget to cover the annual debt service costs on exempt financing of the following:

- 1 replacement four-wheel crew cab truck with utility body for Highways;
- 3 replacement four-wheel drive trucks with utility body for Building Services;
- 1 new small cargo van (Blazer) for Building Services;
- 1 sedan for Vehicle Maintenance; and
- 1 replacement tractor, steel wheel vibratory roller, and bandit chipper for Highways.

Total cost of vehicles and equipment is \$646,070, which includes the portion budgeted in the Solid Waste Fund.

Selected Statistics/Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Administration			
Budget Utilization: Total % of Operating Budget Utilized (FY)	96%	94%	96%
Budget Spent on Staff Development / Seminars	18%	25%	34%
Workman Comp Claims / per 100 FTE's (MD Range: 6.5-8.1)	17 / 10.36	16 / 9.52	15 / 8.92
Positions (Full -Time *including frozen positions)	134	138	138
Positions (Temporary, Regular Part Time or Hourly)	30	30	30
Procurement Requests Processed	985	992	1,228
Total invoices Processed (excluding Fuel Service)	8,250	8,287	8,354
Vendors and / or Contracts Administered	53	55	60
Engineering Services			
Capital Projects under Design / Construction	28/6	25/7	22/8

Selected Statistics/Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Performed In-House / # Performed by Consultant	5/21	5/18	5/15
Consultant Support (# of A/E's Utilized)	13	13	13
Development & Plan Review			
Subdivision Plans Reviewed	157	90	100
Average Duration of Subdivision Review (# of days)	16	18	17
Technical Evaluation Committee Plans Reviewed	92	78	75
Average Duration of TEC Review (# of days)	24	22	23
Site, House and Mining Plans Reviewed	729	732	400
Average Review Time (# of days). Target: < 15 days	13	14	12
Record Plat Submissions Reviewed	244	134	150
Average Plat Review Time (# of days). Target: < 15 days	18	19	15
New Grading Permits Approved	29	20	20
Amount of GP Bond Estimate Surety	\$1,883,800	\$1,593,700	\$1,600,000
New Public Works Agreements Approved	2	6	4
Amount of PWA Bond Estimate Surety	\$1,034,500	\$994,050	\$1,000,000
Construction & Inspections			
Inspections (capital, subdivision & grading permits)	3,596	3,361	6,217
Material Tests (subdivision / capital projects)	76	67	59
Active Construction Permit Bonding	\$12,909,100	\$12,964,550	\$13,121,547
Active Grading Permit Bonding	\$21,330,438	\$21,085,688	\$20,659,926
Inspections per Inspector per Day @ 260 days per year	3.29	2.72	5.03
Asphalt Overlay Program (miles)	1.65	6.00	10.81
Slurry / Modified Seal Program (miles)	44.78	41.88	0.00
New Guardrail Placement (ft.) / Total Guardrail (ft.)	1,020' / 82,056'	0' / 82,056'	1,015' / 83,071'
New Line Striping Performed (feet)	29,825'	9,600'	10,400'
Line Restriping Performed (feet)	1,693,908'	1,931,823'	1,500,000'
County Highways			
Highway Maintenance Mileage (centerline miles)	623	628	634
County Maintained Roads	1,546	1,564	1,580
Maintenance Requests Received	668	542	600
Mowable (acres)	1,468	1,475	1,482
Utility Permits Issued	92	73	80
Metal Pipes Replaced (feet)	720	540'	500
Signs Installed / Sign maintenance requests	240	87	150
HDPE pipe (new installations and replacements of conc/metal)	1,580	980'	1,000'
Solid Waste			
Est. Total County MRA Waste Generated (tons)	78,500	79,000	80,000
Transfer Trailer Pulls (per week)	49	49	50
Total Rubble from Landfill (tons) Exported	5,850	5,795	5,800
Total MSW from Convenience Stations (tons) Exported	19,500	18,745	19,000
Residential Solid Waste Permits Issued (per month)	435	428	440
Cost avoidance due to Recycling (\$ / ton)	30	30	30
Customers Served at St. Andrews Landfill	38,500	36,202	38,000
Recycling			
Customers Served at Convenience Centers	775,000	777,842	780,000
Convenience Center / Landfill Recycling: Scrap Metal, Paper, Textiles, Cans, Used Oil, Cardboard, Tires (tons)	10,000	12,124	12,200

Selected Statistics/Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
County MRA Recycling Rate including Source Reduction	32%	37%	37%
Household Hazardous Waste Collected (gallons)	12,500	13,000	13,500
Cost of Recycling Contract (\$ / ton)	35	30	30
Business / Commercial Recycling Efforts (tons)	11,000	19,916	19,000
Mailroom			
Pieces of Mail Processed	189,216	183,027	175,964
% of Operating Budget Reimbursed	100	100	100
County, State and Other Agencies Served by Mail Service	60	62	62
Vehicle Maintenance			
Ratio: Sheriff Vehicles / Total County Fleet	46%	47%	47%
Ratio Sheriff Maintenance costs / total budget expended	\$180,000 / 14%	164,624/13%	180,000/15%
Un-tagged Vehicles and Equipment in Fleet	109	111	114
Tagged Vehicles and Equipment in Fleet	452	445	460
Purchase Value / Replacement Value of Fleet (\$M)	\$13M / \$20M	\$15M / \$20	\$14.4M / \$21.5
Total Maintenance monies spent / Replacement Value of Fleet	7%	7%	7%
Full Time Mechanics / # Certified	6/6	6/6	6/6
Ratio # Vehicles / # Mechanics (34:1 - 50:1 for no outsourcing)	93:1	93:1	95:1
Job Orders for STS Buses / Total # of Job Orders (%)	22%	22%	25%
Job Orders for Law Enforcement / Total # of Job Orders (%):	40%	41%	38%
Type "A" Preventive Scheduled Maintenance (PM)	2,887	2,777	2,478
Type "B" Preventive Scheduled Maintenance (PM)	485	531	390
Type "C" Preventive Scheduled Maintenance (PM)	555	423	426
Type "D" Corrective Unscheduled Maintenance (CM)	2,930	3,404	3,572
Range of Preventive to Corrective Maint 2.5:1 < PM/CM < 6:1	1.3	1.1	0.9
<i>Note: If greater, then too many PM's, If less, then too many CM's</i>			
Inventory Loss Control (< 3% program target)	3.8%	5.1%	
Non-Public School Bus Transportation			
Buses Under Contract	40	44	38
Total Riders including transfers / # Out of County	2,048 / 7	2,048 / 7	1,800 / 8
Average Riders per Bus	52	52	47
Non-Public Schools Served (less Holy Angels)	12	12	12
Annual Bus Route Mileage	679,950	679,950	650,000
Cost per Mile Goal is < \$3.00 (State aver is \$4.39 / mile)	\$3.27	\$3.25	\$3.28
Cost / Student / Yr. Goal is < \$750 (State aver is \$867 /student)	\$1,077.78	\$1,077.78	\$1,184.35
Out - of -County Student Fee (\$ per year)	\$750	\$750	\$750
St. Mary's Transit System			
Riders - Fixed Route Transportation (PUBLIC)	382,111	381,754	382,000
Riders - Sunday Service (non-MTA)	7,716	8,570	9,500
Riders - ADA Para-transit (ADA)	6,967	8,056	8,000
Riders - Demand Response (SSTAP)	4,897	3,494	3,300
Total STS System Ridership	401,691	401,874	402,000
Annual Route Mileage (All Routes & Services)	1,147,835	1,156,355	1,160,000
Fare Box Recovery Revenues	\$305,168	\$312,190	\$315,000
Federal & State Grant Revenues	\$1,061,292	\$1,061,292	\$1,061,292
County Program Funding	\$1,078,817	\$1,130,692	\$1,210,000
Social Services and Advertising Revenues	\$143,600	\$124,850	\$135,000

Riders - Fixed Route Transportation (PUBLIC)	382,111	381,754	382,000
Selected Statistics/Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Rural Fixed Route Services			
Operating Cost per Hour (Public) Range: < \$ 30 - \$ 40 / hour	\$55.00	\$54.78	54.0
Operating Cost per Mile (Public) Range: < \$1.50 - \$ 2.50 / mi	\$2.45	\$2.26	2.2
Operating Cost per Passenger Trip (Public) Range: < \$9-\$13 / trip	\$5.54	\$5.02	5.0
Local Revenue % Ratio (Public) Range: > 30-40 %	60.81%	60.90%	0.6
Fare Box Recovery % Ratio (Public) Range: > 7-15 %	13.91%	13.70%	0.1
Passenger Trips per Mile (Public) Range: > 0.15-0.25 / mile	0.53	0.45	0.4
Passenger Trips per Hour (Public) Range: > 2.5-4 / hour	11.36	10.91	12.0
Operating Cost per Hour (ADA / SSTAP) Range: \$30 - \$40 / hour	\$31.67/\$78.16	\$19.79/\$48.53	\$20 / \$50
Operating Cost per Mile (ADA / SSTAP) Range: \$1.5 - \$2.5 / mile	\$1.30 / \$2.92	\$1.22 / \$2.54	\$1.2 / \$2.5
Operating Cost per Passenger Trip (ADA / SSTAP) Range: \$9-13 / trip	\$32.83 / \$48.77	\$29.19 / \$69.46	\$30 / \$50
Local Operating Revenue % Ratio (ADA / SSTAP) Range: 30-40%	40.2%/45.1%	43.7%/46.7%	44% / 45%
Fare Box Recovery Ratio (ADA / SSTAP) Range: 7-15%	14.4% / 4.9%	14.1% / 6.4%	14% / 6%
Passenger Trips per Mile (ADA / SSTAP) Range: 0.15 - 0.25 / mi	0.04 / 0.06	0.04 / 0.04	0.04
Passenger Trips per Hour (ADA / SSTAP) Range: 2.5 - 4 / hour	0.96 / 1.6	0.68 / 0.70	1.0
Airport Operations			
Fixed Base Tenants (Tie Downs)	59	60	63
Fixed Base Tenants (Hangars)	123	127	127
General Aviation local flights (Range: 31,934 - 41,828)	39,350	40,125	41,250
Transient visitors	2,100	1,932	1,990
Rotary Wing Helicopter Operations (with Medstar)	790	765	842
Lease and Fuel Sale Revenues received 12-15% of overall	\$55,000	\$40,442	\$50,000
Private T-Hangar Capacity (including Medstar)	127	127	127
County Tie-Downs Available for Rent	60	60	63
Aircraft Landings / Takeoffs (NAS records)	36,000	38,000	39,000
Jet- A Fuel Purchased (gal.) @ \$0.07 / gallon fuel flowage fee	75,000	80,845	88,930
100 Low-Lead Fuel Purchased (gal) @ \$.07/gal fuel flowage fee	68,000	73,627	80,990
Building Services			
Total Square Footage of Buildings Maintained (GSF)	853,438	853,438	865,815
FTE's Needed to Inspect Facilities / Day @ 50,000 s.f. / hour	2.1	2.1	2.2
IFMA Ratio for Total # Staff Needed: 1 per 47,000 s.f. maintained	18.2	18.2	18.4
Buildings Maintained / Buildings with Janitorial Services	91 / 28	91 / 28	92 / 29
Complete Replacement Value (CRV) as of February 2012	150,258,848	163,685,350	163,700,000
Total Budget (non-capital) Expenses per s.f. (Standard: \$5-\$6.15)	\$4.30	\$3.87	\$4.00
Public Utility Expenses per s.f. (Range: \$1.51 - \$2.22 / s.f.)	\$1.90	\$1.77	\$1.85
Custodial Services: "Occupied" Square Footage Cleaned	327,123	332,929	332,929
Custodial Costs & Supplies / Occupied S.F. (Standard: > \$3.25)	\$0.95	\$0.94	\$0.94
Work Order Requests for Maintenance and Service	12,723	12,639	12,700
Average Work Orders per Mechanic per Year (14)	910	903	907
Average Work Orders per Mechanic per Day (260 days)	3.5	3.5	3.5
Purchasing - Fuel Service			
Permanent / Mobile or Temp Fueling Facilities	2/2	2/2	2/2
Gallons of Gasoline Pumped	333,886	338,066	342,266
Gallons of Diesel Pumped	260,833	266,333	271,733
Average Cost of Fuel Gas / Diesel per Gallon	\$2.79 / \$2.71	\$3.22 / \$3.25	\$3.65 \$3.79
Biodiesel Fuel average cost per gallon / Gallons Pumped	\$3.29 / 6,540	\$4.11 / 7,196	\$4.93 / 7,852

DEPARTMENT OF RECREATION & PARKS

<u>Division</u>	<u>FY2011</u> <u>Actual</u>	<u>FY2012</u> <u>Approved</u>	<u>FY2013</u> <u>Request</u>	<u>FY2013</u> <u>Approved</u>
Administration	1,091,539	1,116,584	1,109,840	1,100,333
Parks Maintenance	1,895,379	1,992,149	1,804,064	1,830,337
Grants	31,555	125,000	134,000	134,000
Museum	475,470	503,144	500,378	483,024
Total R & P – General Fund	3,493,943	3,736,877	3,548,282	3,547,694
Recreation Activity – Enterprise Fund	2,075,058	2,521,137	2,766,394	2,771,154
Wicomico Shores Golf	1,536,660	1,451,159	1,435,085	1,435,159

Program Description

The Department of Recreation and Parks is responsible for providing a comprehensive program of public recreation in schools, parks, and other facilities. The Department also develops and maintains a park system, operates a golf course, manages two museums and offers programs and services that address social issues and community problems. The Department is organized into the following divisions: Administration, Parks, Museums, Recreation, and Golf Course.

The Administration Division provides general direction and guidance to the Recreation and Parks Department and serves as the staff liaison to four advisory boards. The Parks Division provides the grounds, turf and facility maintenance at parks, public landings, and county/state buildings. The function of the Museum Division is to collect, preserve and interpret St. Mary's County history utilizing the St. Clement's Island and Piney Point Museums and Parks; the Drayden African American and Charlotte Hall Schoolhouses and the U-1105 submarine.

The Recreation Division is responsible for planning, implementing, supervising, and evaluating a broad range of recreational programs, services, and activities for county residents, utilizing both county facilities and public schools. Responsibilities currently include the supervision and management of the Gymnastics Center, the Leonard Hall Recreation Center, Margaret Brent Recreation Center, the Carver Recreation Center and the Great Mills Pool. Recreational programs are self-supporting through the Recreation and Parks Enterprise Fund.

The Wicomico Shores Golf Course provides golfing, food service, and banquet facilities. The golfing operation is also self-supporting through the Wicomico Shores Golf Enterprise Fund.

Budget Highlights

The general fund budget for the Department of Recreation & Parks is \$3,547,694, a decrease of \$189,183 or 5.1% less than the prior year. The budget reduction is principally due to the transfer of the grass cutting contract to the Board of Education for its schools. This impacts both expenses and revenues, as the County was reimbursed.

\$24,396 is included in the budget to cover the annual debt service costs on the exempt financing of: two new extended cab trucks and one replacement four wheel drive tractor (total cost of \$107,710).

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Parks and Facility Maintenance			
# Parks and school sites maintained	103	103	94
# Acres of parks, schools and facilities maintained	2,348	2,348	2,060
# Athletic fields, courts, playgrounds, other facilities	241	241	242
# Recreation buildings and structures maintained	53	53	54
# Park improvement/construction projects	21 / 5	20 / 5	15 / 2
# Park/facility users (estimated)	450,000	450,000	450,000
# Sports leagues using fields / # of teams / # of leagues participants	25 / 718 / 10,064	25 / 782 / 10,000	25 / 730 / 10,000
Museums (St. Clements, Piney Point and Drayden African American Schoolhouse)			
# Visitors (daily admission and special events)	50,194	55,275	53,825
# Museum outreach education programs	33	36	38
# Museum outreach education program participants	707	790	925
# Volunteers	355	376	376
# Volunteer hours	6,396	6,530	6,690
\$ Value of volunteer service	\$71,635	\$73,136	\$74,928
# Boat passengers to St. Clements Island	1,909	2,000	2,000
Recreation Division			
# Recreation program participants	69,305	71,410	70,595
Camps	283	280	295
Child care	243	245	350
Gymnastics	2,634	2,500	2,550
Leisure classes	1,508	1,300	2,000
Special events	4,352	5,500	5,000
Sports	16,030	13,400	14,000
Teen	223	500	350
Pool	33,648	32,700	35,500
Spray park	4,675	4,900	4,500
Skate park	679	3,800	750
Regional Park	4,710	6,000	5,000
Therapeutic	320	285	300
# Volunteers / # Volunteer hours	1,600 / 79,800	1,600 / 80,000	1,600 / 80,000
\$ Value of volunteer services	\$1,280,000	\$1,300,000	\$1,300,000
Wicomico Shores Golf Course			
# Rounds of golf	33,983	34,000	35,000
# Season pass users	202	240	240
# Junior golf program participants	40	60	60
# Outings held	31	35	35

DEPARTMENT OF EMERGENCY SERVICES & TECHNOLOGY

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Emergency Communications Center	2,245,203	2,269,767	2,346,991	2,447,200
Emergency Radio Communications	563,019	3,144,526	3,058,294	3,067,300
Emergency Management	255,959	287,364	318,478	320,861
Animal Control	613,972	667,615	789,135	668,318
Technology	2,259,774	2,972,623	2,705,489	2,643,449
Grants	<u>353,407</u>	<u>1,499,977</u>	<u>119,739</u>	<u>193,735</u>
Total Emergency Services & Technology – General Fund	6,291,334	10,841,872	9,338,126	9,340,863
Emergency Services Support Fund	1,592,799	1,844,241	1,967,360	1,974,455

Program Description

St. Mary's County Department of Emergency Services & Technology is comprised of three major divisions: Emergency Management, Emergency Communications, and Technology. This encompasses 911 Call Taking/Computer Aided Dispatch/Radio Repair/, Animal Control, the Hazardous Materials Team, Emergency Services, and supports the Fire/Rescue Operations. Coordination of all emergency services and disaster response activities in St. Mary's and surrounding counties requires that all emergency responders and response activities be in compliance with all Federal, State, and local regulations and policies.

The Technology Division has the overall responsibility for managing the County's technology and telecommunication resources, including computer hardware, software, and telephones. Services of the Technology Division include technical support, systems support, equipment maintenance, technology training, technical planning, telephone support, telecommunications, infrastructure, access control and security.

Budget Highlights

The general fund budget for the Department of Emergency Services & Technology is \$9,340,863, a decrease of \$1,501,009 or 13.8% less than the prior year. This decrease is principally due to a reduction in grants and the removal of non-recurring Technology software and equipment costs. This budget includes the elimination of two FTE positions: one grant funded FTE position, Emergency Planner, and one non-grant funded FTE position, Radio Frequency Technician I, as well as the addition of one FTE position, Deputy Director.

Additionally, \$10,208 is included in the budget to cover the exempt financing of one replacement sport utility vehicle for Emergency Communications (total cost of \$45,070).

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Information Technology Help Desk Requests	8486	9200	9200
Desktops and Mobile Devices	1044	847	875
Emergency Operations Center Activations	4	13	8
Animal Control – Animals Captured	3619	3980	4378
Animal Control – Animal Bite Investigations	186	204	225
HazMat Events	27	30	33
Emergency Communications - Incoming 911 Calls	47,277	48,450	49,500
Emergency Communications - Sheriff's Office Incidents	68,898	69,600	71,300
Emergency Communications – Fire/EMS Incidents	13,762	14,000	14,300

CIRCUIT COURT

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Administration	884,009	852,759	861,369	857,695
Law Library	61,573	60,666	60,666	60,666
Grants	400,312	719,510	917,162	919,025
Total Circuit Court	1,345,894	1,632,935	1,839,197	1,837,386

Program Description

The Circuit Court for St. Mary's County is a court of general trial jurisdiction established pursuant to Article IV of the Maryland Constitution. The objective of the Court, as stated in the Plan of Action, is to provide a fair and impartial forum for the resolution of disputes falling within its jurisdiction. The Court manages its case load through a Differentiated Case Management Plan, which establishes time standards for the resolution of cases. The Circuit Court has full common-law power and jurisdiction in civil cases involving over twenty-five thousand dollars, and in most criminal cases originally charged as felonies. The Court exercises concurrent jurisdiction with the District Court in civil and equity cases if the amount in controversy exceeds twenty-five thousand dollars, in criminal cases in certain statutorily defined circumstances, and in certain family law proceedings such as domestic violence. The Court exercises appellate review of District Court cases and certain County administrative decisions. All juvenile matters fall within the Court's jurisdiction. The Court also selects and instructs members of the grand and petit juries.

The Circuit Court has a successful drug court program, which offers intensive treatment, counseling and drug testing as an alternative to incarceration for certain non-violent juveniles and adults with substance-abuse issues. The court's drug court program is funded almost entirely by federal and state grants.

Budget Highlights

The budget for the Circuit Court is \$1,837,386, an increase of \$204,451 or 12.5%. This increase is principally due to the increase in Grant Funds.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Family Services Grant	\$120,088	\$139,465	\$103,259
Juvenile & Adult Drug Court Grant (State)	\$138,577	\$145,000	\$137,000
Adult Drug Court Grant (Federal)	\$103,671	\$109,688	\$272,512
Justice and Mental Health Collaboration Grant (Federal)	\$99,194	\$150,623	\$177,600
Juvenile Mentoring and Support Services Grant (Federal)	\$99,521	\$99,321	\$161,521

ORPHAN'S COURT

	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Total – Orphan's Court	38,580	35,159	33,959	33,958

Program Description

The Orphan's Court consists of three judges elected to concurrent four-year terms. The Court is responsible for hearing matters involving decedents' estates which are probated judicially, approves administration accounts and awards of personal representatives' commissions and attorneys' fees in all estates, has concurrent jurisdiction with the Circuit Court in the guardianship of minors and their property, and handles the validity of wills and transfer of property in which legal questions and disputes occur.

Budget Highlights

The budget for the Orphan's Court is \$33,958, a decrease of \$1,201 less than the prior year which is the removal of non-recurring equipment costs.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Decedent's Estates Opened	500	504	500
Judicial Probate Proceedings	20	22	20
Estate Hearings	50	53	50
Show Cause Orders Issued	300	271	300
General Court Orders Issued	300	322	300
Court Order Issued Approving Extension of Time	30	20	30
Limited Orders to Locate Will or Assets	5	3	5
Orders Approving Funeral Costs	14	38	14
Orders Approving Attorney Fees & Personal Representative Commissions	100	104	100
Guardianship Proceedings	20	8	20
Administration Accounts Reviewed and Approved	275	322	275

OFFICE OF THE SHERIFF

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Law Enforcement	19,049,063	18,674,217	20,273,820	19,445,401
Corrections	9,563,191	9,866,039	11,356,425	10,063,020
Training	239,592	237,355	289,470	250,185
Canine	14,517	40,400	16,400	16,400
Court Security	0	588,114	583,681	592,363
Grants	1,170,158	1,311,441	1,530,867	1,361,550
Total Office of the Sheriff	30,036,521	30,717,566	34,050,663	31,728,919
Miscellaneous Revolving Fund	15,138	85,862	224,922	224,922

Program Description

The St. Mary's County Sheriff's Office is organized into six divisions: Administration, Bureau of Criminal Investigations, Patrol, Narcotics, Special Operations and Corrections. Major functions within the Office of the Sheriff include: investigation of all incidents, crimes and complaints, which includes keeping victims informed of investigation status; expanded drug enforcement efforts directed against high level drug dealers and street level sellers; public awareness and educational programs that focus on the harmful effects of drugs and alcohol abuse; enhanced crime prevention programs, including grants, which provide high visibility of police patrols in high crime areas of the County; neighborhood crime watch programs in which citizens participate; home and commercial security surveys; service of criminal and civil process; security for the Courthouse and Circuit Courts; traffic safety/enforcement and accident reconstruction; safe and secure schools; and management of the St. Mary's County Detention Center.

The Corrections Division is responsible for the overall management of the St. Mary's County Detention Center. In 2012, the average daily population of the Detention Center ranged from 222 to 261 inmates.

The Travel/Training portion of the budget ensures all mandatory qualifications are met and/or exceeded. This budget allocation not only provides funding for the qualifications but the ammunition needed to qualify. This allocation provides for St. Mary's County's share of the funds needed to operate the Southern Maryland Criminal Justice Academy.

The Canine Unit responds to and assists with all major functions and responsibilities of the Sheriff's Office, including but not limited to; burglaries (burglar alarms), building searches, article searches, rescue situations (lost/missing persons), drug scans, and bomb threats (searches).

Budget Highlights

The general fund budget for the Office of the Sheriff is \$31,728,919, an increase of \$1,011,353, or 3.3%. The non-grant budget increase of \$961,244 includes salary, fringe, and/or equipment costs for the following:

- Six new FTE Deputy Positions:
(4 CSAFE - Community Policing Deputies for Lexington Park, 1 Deputy – Sex Offender Compliance Detective, and 1 Deputy – Drug Diversion Detective);
- Restoring a previously frozen position (Station Clerk) for the Law Division;
- Converting a Gang Intelligence Coordinator Position in Corrections, from hourly to full-time with benefits;
- Addition of 1 new Full-time Senior Office Specialist; and
- Restoring a previously frozen position (Senior Office Specialist) in Corrections.

Grants reflect an increase of \$50,109. The Sheriff's overall budget increase is offset by the removal of funding for non-recurring equipment, the realignment of funding related to the Correctional Mental Health Services Contract, and the reduction of lease payments due to the payoff of an exempt financing lease agreement.

\$218,902 is included in the budget to cover the exempt financing of 6 new vehicles for the new deputies approved for Law Enforcement and 10 replacement vehicles including 2 SUV's for Law Enforcement (total cost of \$957,204). Additionally, \$4,365 is included in the Child Support Grant to cover the exempt financing of a replacement vehicle for Child Support Enforcement purposes.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Incidents Requiring Police Response	61,607	62,839	64,096
Average Time Calls Waiting to be Dispatched	5 min 47 sec	5 min 54 sec	6 min 1 sec
Average Response Time	9 min 57 sec	10 min 9 sec	10 min 20 sec
Average Time from Receipt of Call to Completion	25 min 48 sec	26 min 19 sec	26 min 51 sec
Arsons	3	3	3
Breaking and Entering	646	659	672
Felony Assaults & Misdemeanors	1,233	1,258	1,283
Murders	1	1	1
Rapes	13	13	14
Robberies	56	57	58
Thefts (Includes Auto Thefts)	1,699	1,733	1,768
Child Abuse Cases	35	36	36
Narcotics Violations	357	364	371
Larceny After Trust Cases	45	46	47
Forgeries	81	83	84
Fraud Cases	225	230	234
Possession/Weapon Cases	27	28	28
Sex Offenses	60	61	62
Vandalism	707	721	736
DWI's	201	205	209
Liquor Law Violations	31	32	32
Disorderly Conduct Cases	49	50	51
Battered Spouse Cases	350	357	364
Other Offenses (Premises check, loud noise, burglar alarms, suspicious persons/vehicles)	2,872	2,929	2,988
Arrests Made - Adults (Warrants, Civil/Criminal Investigations)	3,189	3,253	3,318
Arrests Made - Juveniles (Investigations)	600	612	624
<u>Narcotics Cases Investigated: Local</u>			
Arrests Made	371	312	352
Value of Drugs Seized	286,639	158,260	229,122
Number of Search Warrants	119	127	135
Money Seized	47,653	74,652	76,798
Money Awarded	10,020	12,463	15,000
Vehicles Seized	4	8	10
<u>Federal</u>			
Money Seized	168,410	109,285	143,012
Money Awarded	70,935	56,757	65,765
Vehicles Seized	0	0	1
Real Estate Seized	0	0	1

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
<u>Alcohol Enforcement</u>			
Civil Alcohol Citations (Adults)	29	30	35
Civil Alcohol Citations (Juveniles)	33	34	35
<u>Child Support Enforcement</u>			
Summonses - Received	2,419	2,540	2,667
Summonses - Served	2,303	2,418	2,539
Warrants - Received	351	369	387
Warrants - Served	208	218	229
Civil Process - Received / Served - (Summonses, writs, replevin, evictions, subpoenas, etc.)	13,469 / 12,816	13,750 / 13,000	13,850 / 13,100
Civil Process Fees Received	\$97,902	\$119,200	\$119,200
<u>Traffic</u>			
Accidents	3,103	2,356	2,403
Citations	4,312	4,756	4,850
Warnings	2,049	3,504	3,574
Accident Reconstructions	12	14	16
School Bus Inspections	484	500	525
Advanced Investigations	5	7	9
Child Safety Seat Inspections/Installations	5	5	7
Traffic Speeding Complaints	18	20	22
Traffic Safety Demonstrations	4	4	6
"Drive To Survive" Program Participants	300	300	300
<u>Emergency Services Team Operations</u>			
Search Warrants Executed	33	50	60
Barricades	4	7	8
Hostage Situations	0	1	2
Training Incidents	45	55	60
<u>Crime Prevention</u>			
Presentations	187	190	195
Number of Citizens Attending	1,200	1,250	1,300
<u>Crime Lab</u>			
Number of Crime Scenes Processed	162	180	198
Drug Analyses Performed	223	245	270
<u>Volunteer Program</u>			
Number of Volunteer Hours	260	275	285
<u>K-9 Program</u>			
Number of Crimes Investigated	1,093	1,200	1,300
Number of Investigations	1,283	1,400	1,500
Value of Drugs Seized	\$10,667	\$11,000	\$13,000
Money Seized Due to Drug Detection	\$7,527	\$10,000	\$12,000
Felony Suspects Apprehended by Canine Teams	39	45	50
<u>Corrections</u>			
Recruited (*Based on current officer staffing level.)	14	9	12
Resigned/Retired/Terminated	11	10	11
Promoted	9	1	29
Active Military / Reserves	3	1	1

Selected Statistics/Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Correctional Officer In-Service Training Hours	13,140	13,271	13,403
Inmates			
Annual Number of Arrestees Processed	3,480	3,256	3,321
Average Daily Population (Ceased Housing ICE 10/08)	232	237	242
Inmates Attendance in Education Program (GED)	459	402	410
Inmates Attendance in Drug/Alcohol/HIV/Domestic Violence Treatment Programs/Transition	1,406	1,158	1,181
Number of Inmates Referred to the Mental Health Program	550	540	551
Inmates Attendance in Walden Jail Substance Abuse Program	401	561	572
Inmates Attendance in Computers	261	282	288
Inmates Sentenced to Home Detention (Monthly Average)	5	6	7
Inmates Sentenced to Weekenders (Monthly Average)	10	10	11
Defendants Sentenced to Work Release Program (Mo. Avg.)	21	25	26
Inmate Work Hours for County Projects	80,292	88,414	90,182

OFFICE OF THE STATE'S ATTORNEY

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Judicial	2,214,084	2,228,412	2,252,165	2,214,986
Project Graduation	53,928	0	0	0
Grants	479,368	534,185	535,270	510,113
Total Office of the State's Attorney	2,747,380	2,762,597	2,787,435	2,725,099
Miscellaneous Revolving Fund	\$26,583	\$183,000	\$144,747	\$145,545

Program Description

The State's Attorney for each county and the city of Baltimore is empowered by the Constitution of Maryland and the Annotated Code of Maryland, to prosecute and defend, on the part of the State, all cases in which the State may be interested, subject to appropriate statutes. The Office of the State's Attorney performs the following functions: establish paternity and related child-support orders; Law Enforcement and Recovery of court-ordered child support payments from delinquent parents; bad check collection program responsible for collection of worthless checks issued to merchants in St. Mary's County; sponsor of Project Graduation, as well as other education programs on crime prevention in public and private schools; operation of the Community Service Program which serves as a pretrial diversionary program for minor traffic offenders; collection of restitution due victims of crimes in District and Juvenile Courts, and a large percentage of the restitution for the Circuit Court; assistance with criminal investigations of police agencies; coordination of the activities of the Grand Jury; prosecution of all criminal and traffic matters in the District, Circuit, and Juvenile Courts for St. Mary's County; work with victims of domestic violence and educate them on the judicial process and the options available to them; and Victim/Witness responsibilities mandated by State law.

Budget Highlights

The general fund budget for the Office of the State's Attorney is \$2,725,099, a decrease of \$37,498 or 1.4% less than prior year. This net reduction includes turnover savings offset by the funding of replacement furniture in the Judicial Division.

<u>Selected Statistics / Workload Indicators</u>	<u>Actual FY2011</u>	<u>Estimated FY2012</u>	<u>Projected FY2013</u>
Restitution collection in bad check program	\$99,659.00	\$110,000	\$108,000
Fees Collected for the County	\$9,572.00	\$6,500	\$6,300
Offender Fees Revenue Estimate/Bad Check Division	\$12,000	\$12,000	\$10,000
Community Services/Offender Fees	\$52,555	\$61,000	\$52,000
Community Service Hours Completed	Not Available	32,000	31,000
Community Service Participants	Not Available	2,500	2,400
District Court Criminal Cases	3,700	3,800	3,900
District Court Traffic Cases	16,600	16,800	17,000
Circuit Court Criminal Cases	485	600	650
Circuit Court Criminal Hearings	1,800	2,050	2,150
Number of Juvenile Hearings	1,304	1,600	1,800
Juvenile Delinquency Cases	164	200	250

OFFICE OF THE COUNTY TREASURER

	FY2011 Actual	FY2012 Approved	FY2013 Request	FY2013 Approved
County Treasurer	388,788	393,115	394,252	396,645

Program Description

The primary function of the Treasurer's Office is the billing and collection of real and personal property taxes for the State and County. Related responsibilities include the billing and collection of erosion, road, agricultural, and other miscellaneous special taxes, penalties and interest; verification and inspection of records and stamping of real property deeds for tax clearance prior to recordation; intake and processing of qualified senior tax credit applicants, completion and submission of bankruptcy documentation on real property accounts to the bankruptcy court; conducting the annual tax sale; the billing, collection, and remittance of the Fire and Rescue District Tax to the Volunteer Fire Departments and Rescue Squads in St. Mary's County. Other duties include the issuance of motor vehicle registration renewals, dog tags, and liquor licenses. The Treasurer's Office is responsible for the preparation, dissemination, and maintenance of all relevant financial reports to local and state authorities.

Budget Highlights

The budget for the Office of the County Treasurer is \$396,645, an increase of \$3,530 over the prior year; this increase is for operating costs and continues the same services as the prior year.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Tax bills mailed for real property, local personal property, corporations, 1/2 year new construction and 2nd semi-annual notices	48,146	50,150	52,150
Delinquent and final notices mailed	4,339	4,500	4,500
Tax payments collected and processed	64,000	64,000	64,000
Walk-in taxpayers	19,000	19,000	19,000
Other walk-in customers for MVA registration renewals, liquor licenses, real property deeds and business licenses researched and stamped prior to recordation, and County Senior Tax Credit applicants	18,000	18,000	18,000
Telephone inquiries	35,000	35,000	35,000
Tax Sale preparation & annual auction	631	694	800
Duplicate bill requests	4,000	4,000	4,000
Property transfers processed in tax records	2,729	3,000	3,100
Senior Tax Credit "Relief" refunds processed	1,110	1,380	1,650

DEPARTMENT OF HEALTH

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Operating Allocation	1,343,341	1,593,776	1,630,615	1,630,615
Personal Services Supplement	16,241	16,236	16,236	16,236
Mosquito Control / Gypsy Moth	50,500	54,000	54,000	54,000
Total – Department of Health	1,410,082	1,664,012	1,700,851	1,700,851

Program Description

The Health Department is a State agency which receives the majority of its financial support from the State government, as well as fees and other collections. County funding contributes to the costs of administration, as well as the following programs: school health, oral health, communicable disease, environmental health, and mosquito control/gypsy moth.

Budget Highlights

The allocation to the Department of Health is \$1,700,851, which is \$36,839 more than the prior year. This increase is primarily for increased funding for personnel costs for State Employees and replacement equipment. County funding exceeds the required State match by \$1,182,754; in FY2008, that excess funding was \$249,654, and mediation of the State's shift of costs to Counties.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Birth / Death Records Certified	3,118 / 3,356	3,211 / 3,456	3,318 / 3,559
Patient Admissions / Discharges	2,229 / 3,033	2,273 / 3,123	2,341 / 3,216
PWC Admissions / Eligible	2,789	2,872	2,958
Records scanned by Volunteers for storage	3,015	4,500	4,725
Number of Volunteers / Hours served	69 / 1,415	57 / 1,294	60 / 1,400
Accounts Receivable Processed	17,661	17,500	18,000
Budgets Prepared	\$6.8M	\$7.3M	\$7.1M
Invoices Processed / Amounts	2,075/\$1.8M	2,000/\$1.8M	2,100/\$1.8M
Information Technology Customer Service Requests	4,126	4,326	4,680
Number of Fleet Vehicles / Number of Fleet Miles	26 / 260,615	26 / 227,110	25 / 233,000
Agency New Hires (including BOE Nurse Subs)	9	12	6
Agency Resignations / Retirement / Layoffs / Terminations	11	9	9
Public Health Complaints	211	90	90
NCT Water Supply Samples	144	160	160
Certify potability of wells / Number of water samples collected	318 / 935	300 / 650	300 / 650
Anti-rabies clinics / Vaccinations Administered	9 / 752	9 / 750	9 / 750
Number of Positive Rabies Cases	11	10	10
Food Service Facility Inspections	1,463	1,475	1,475
Number of Soil Evaluations Conducted (New)	309	150	150
Geriatric Evaluation Services for individuals functionally or financially overscaled for Community Services	15	15	15
Pre-Admission Screen Resident Review for individuals in nursing facilities with Developmental Disabilities	4	5	7
Statewide Treatment and Evaluation Plan Evaluations for Individuals Seeking Senior Care Services	179	149	150
Congregate Living	3	6	6

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Living at Home / Older Adults / Medical Adult Waivers	4 / 31 / 5	6 / 30 / 8	6 / 30 / 10
Case Management for Individuals in the Senior Care Program	67	75	100
Clients Served / Daily Visits for Personal Care Services	50 / 12,549	50 / 12,000	50 / 12,000
Children Immunized during School Flu Clinics	6,396	6,600	6,600
Cases of Reportable Diseases	863	1,000	1,000
Cases of Tuberculosis	0	1	1
Food borne or vaccine-preventable disease outbreaks	0	<10	<10
Long Term Care outbreaks	4	<10	<10
Human Rabies Cases	0	0	0

DEPARTMENT OF SOCIAL SERVICES

	FY2011 Actual	FY2012 Approved	FY2013 Request	FY2013 Approved
Total Department of Social Services	376,239	395,994	406,795	407,648

Program Description

The Department of Social Services is a State agency which provides a broad range of programs and services from public assistance to child welfare. County funding has been provided to support the Child Support Enforcement Program, Adult Foster Care, Child Foster Care and staff development and training. The function of the Child Support Enforcement program is to enforce the support obligations owed by non-custodial parents to their children and spouse (or former spouse) with whom such children are living. This involves interviewing customers, locating absent parents, referring cases for legal establishment of paternity and/or court ordered support obligations, monitoring collections, and enforcing court orders for customers and children who are entitled to these services through the Department of Social Services. The function of the Adult Foster Care Program is to delay or eliminate the need for institutionalizing disabled and/or elderly adults. The Foster Care Program provides short-term continuous twenty-four hour care and supportive services for needy children.

Budget Highlights

The local portion of the Social Services budget is \$407,648, an increase of \$11,654 from the prior year for administrative Child Support Enforcement Program.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Child Support Collections	\$11,695,383	\$11,812,336	\$11,930,459
Child Support Paternities Established	183	199	219
Child Support Orders Established	717	788	866
Petition for Contempt / Show Cause Orders	2,763	2,818	2,846
Downward Modifications to Child Support Orders	345	380	418
Certified Adult Foster Care Homes	11	14	14
Adult Clients Living in Provider's Home (mo.avg.)	15	15	15
Adult Clients Served with Purchase of Care Funds	15	20	20
Children in Foster Care (mo. avg)	142	162 YTD	150
Children in Out-of-county Placements (avg.)	74	74	67
Children with Supervised Visitation/Average # Visits Weekly	70 / 40	65 / 40	65 / 40
Number of Children Receiving Medical / Psychological Services from Specialists Out-of-county	46	32	26
Parents Court Ordered to Attend Alcohol/Drug/Mental Health			

Treatment	75%	75%	75%
Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Children Placed for Adoption	14	16	16
Continuous Training for Staff	5	5	5
Deceased citizens requiring resources for burial-avg. cost \$650/ea	5 / \$3,142	10 / \$6,500	10 / \$6,500

ALCOHOL BEVERAGE BOARD

	FY2011 Actual	FY2012 Approved	FY2013 Request	FY2013 Approved
Total Alcohol Beverage Board	182,396	205,102	212,549	216,338

Program Description

The Alcohol Beverage Board is responsible for all decisions relative to the issuance of licenses to sell alcoholic beverages in St. Mary's County. The Board has the full power and authority to adopt such reasonable rules and regulations as deemed necessary to enable it to effectively discharge the duties imposed by Article 2B of the Laws and Regulations of the State of Maryland relating to Alcoholic Beverages. The Board receives and reviews license applications, holds hearings, conducts inspections, files reports, and enforces underage drinking laws.

Budget Highlights

The budget for the Alcohol Beverage Board is \$216,338, which is an increase of \$11,236 or 5.5% more than the prior year. The increase is principally due to the inclusion of grant funds and an increase in contracted legal costs. The budget includes costs for one deputy in the Sheriff's Office, approximately \$105,000, salary and benefits which has offsetting revenue. It also continues the hiring freeze on one RPT position (Senior Office Specialist).

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
License Fees	\$100,395	\$101,455	\$102,470
Transfer Fees	\$300	\$1,300	\$800
Fines	\$5,650	\$4,500	\$4,000
Number of Licenses (at FY end)	163	168	170
Number of Special/Temporary Licenses Issued	184	174	180
Number of Inspections	271	300	300
Number of Violations Cited	12	15	15
Number of Compliance Checks by AEC	325	370	400

SUPERVISORS OF ELECTIONS

	FY2011 <u>Actual</u>	FY2012 <u>Approved</u>	FY2013 <u>Request</u>	FY2013 <u>Approved</u>
Total Supervisor of Election	731,522	662,784	678,715	678,715

Program Description

The Board of Elections operates under State election laws, receiving direction from the State Administrative Board of Election Laws. Responsibilities include supervision of elections, registering eligible voters, and receiving applications for candidates filing for elected office in St. Mary's County.

Budget Highlights

The budget for the Board of Elections is \$678,715, which is an increase of \$15,931 or 2.4%. Election activities drive the need for each year's funding level, including judges, and equipment and related costs for voting machines and early voting. Increases are due to increased hours for temporary help and mandated conference and early voting costs.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Voter Registration	64,895	65,642	67,000
Changes to a Voter's Record	3,200	3,300	3,800
Confirmation Mailings	2,588	2,900	3,000
Voter Notification Cards	6,000	17,000	7,000
Election Judges	0	345	0
Early Voting Judges	0	25	0
Presidential Election Estimated Turnout	0	70%	0
Presidential Early Voting Estimated Turnout	0	10%	0
Absentee	0	6,000	0
Provisional	0	500	0

COOPERATIVE EXTENSION SERVICE

	FY2011 <u>Actual</u>	FY2012 <u>Approved</u>	FY2013 <u>Request</u>	FY2013 <u>Approved</u>
Total Cooperative Extension Service	169,250	193,409	194,096	194,096

Program Description

The Maryland Cooperative Extension Service is a statewide, informal education system within the College of Agriculture and Natural Resources, University of Maryland at College Park and the University of Maryland Eastern Shore. It provides research-backed unbiased information, together with educational opportunities, developed by the University of Maryland System and other institutes of higher education to all adults and youth. Funding for this office is shared by Federal, State and Local governments, thus making this service a cooperative effort. All CES programs are developed and presented to implement the following initiatives: agriculture profitability; natural resource issues; improving diet, nutrition and health; building and developing human capital; increasing family economic stability; commercial horticulture and pest management; and aquaculture and marine resources.

Budget Highlights

The local budget for the Cooperative Extension Service is \$194,096, which is an increase of \$687 when compared to the prior year.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Beginner Farmer Workshop Series	30	45	65
Vineyard Research Outreach	93	100	150
Nutrient Voucher Training	94	160	50
Nutrient Management Plans	313	438	425
Acres in Nutrient Management	10,394	14,137	14,000
Pesticide License Renewals	122	222	125
Direct Farmer Consultations	500	550	550
Master Gardener Volunteer Hours / Certified Volunteers	4,254 / 75	4,000 / 85	4,600 / 85
Master Gardener Interns-Trainees / Plant Clinics	33 / 38	30 / 35	26 / 35
Childcare Provider Training Participants	141	293	175
Food Safety Education Participants	57	25	50
Food Supplement Nutrition Education Participants	1,976	2,052	1,170
Health / Wellness Program Participants	110	110	100
Farm to School Participants	1,532	1,253	1,200
4-H MCE New Volunteers Certified / 4-H County Fair Exhibits	10 / 1,185	22 / 2,165	20 / 2,200

ETHICS COMMISSION

	FY2011 Actual	FY2012 Approved	FY2013 Request	FY2013 Approved
Total Ethics Commission	116	833	833	833

Program Description

There is a five member St. Mary's County Ethics Commission appointed by the Board of County Commissioners in accordance with the County Public Ethics Ordinance. The Commission is the advisory body responsible for interpreting the Ordinance and advising persons subject to its application. The Commission hears and decides complaints; is the custodial of all statements, registrations, reports, and complaints; and conducts information and education programs.

Budget Highlights

The budget is \$833, which continues the funding level from the prior year.

SOIL CONSERVATION DISTRICT

	FY2011 Actual	FY2012 Approved	FY2013 Request	FY2013 Approved
Total Soil Conservation District	53,820	55,646	67,703	67,703

Program Description

The Soil Conservation District promotes wise and efficient use of the County's soils and water resources through a cooperative relationship between County, State and Federal governments. Through soil conservation and water quality planning, nutrient management planning and the implementation of best management practices, the agriculture community is actively working towards reaching the reduction of nitrogen and phosphorous loads to the Chesapeake Bay. The District also has a non-agriculture program which includes urban sediment control plans review, pond designs, and forest harvest sediment control plans.

Budget Highlights

The County will fund \$67,703, which is a \$12,057 increase over the funding level from the prior year. The County increased its funding to cover 50% of the District Manager's compensation.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
Approved Erosion and Sediment Control Plans			
Single Lot development disturbing less than .5 acres	465	400	460
Development that disturbs greater than .5 acres	176	175	200
Review & provide comments for the Technical Eval. Committee	91	100	125
Pre-construction meetings for erosion & sediment control projects > .5 acres of total disturbance	83	100	120
Participants – Erosion and Sediment Control "Green Card" Certification Training. New Standards effective Jan. 2012	196	250	1,000
Soil Conservation and Water Quality Plans Developed	100	120	130
Reduce sedimentation to tributaries by the Application of Structural Soil Conservation and Water Quality BMP's on Ag land	12	15	15
Reduce sedimentation to tributaries by the Application of Agronomic Soil Conservation and Water Quality BMP's on Ag land	99 people, 224 practices	100 people, 250 practices	110 people, 275 practices
Review of Storm Water Management Plans	6	4	2
Increase Student Participation in the Envirothon Program	87	125	150

BOARD OF EDUCATION

	<u>ACTUAL FY2011</u>	<u>APPROVED FY2012</u>	<u>REQUEST FY2013</u>	<u>APPROVED FY2013</u>	<u>% CHANGED</u>
COUNTY FUNDS	\$76,000,000	\$77,045,860	\$86,562,655	\$85,697,709	11.2%
EXPENDITURES BY CATEGORY:					
Administration	\$3,594,783	\$2,948,118	\$2,901,572	\$2,834,560	-3.9%
Mid-Level Administration	14,892,480	14,352,955	15,686,872	15,487,853	7.9%
Instructional Salaries	70,373,431	66,632,375	69,536,907	69,048,082	3.6%
Textbooks & Supplies	2,517,842	2,805,934	3,525,357	2,525,357	-10.0%
Other Instructional Costs	3,631,330	4,150,553	4,079,420	4,493,925	8.3%
Special Education	15,797,572	16,819,886	17,404,232	17,197,836	2.2%
Student Personnel Services	974,105	1,080,210	1,202,618	1,193,390	10.5%
Health Services	1,610,266	1,767,986	1,810,646	1,803,975	2.0%
Transportation	13,615,687	15,141,053	15,181,309	15,176,307	0.2%
Operation of Plant	12,666,618	13,043,462	13,486,819	13,481,735	3.4%
Maintenance of Plant	3,655,743	3,789,206	3,823,196	3,809,768	0.5%
Fixed Charges	30,471,291	34,457,864	35,032,373	35,737,315	3.7%
Capital Outlay	712,581	717,665	726,313	722,585	0.7%
GENERAL FUND TOTAL	<u>\$174,513,729</u>	<u>\$177,707,267</u>	<u>\$184,397,634</u>	<u>\$183,512,688</u>	3.8%
 * FTE Staffing	 1,957.54	 1,909.94	 1,929.74	 1930.74	 1.09%
 EXPENDITURES BY OBJECT:					
		<u>APPROVED FY2012</u>	<u>As a % of Total</u>	<u>APPROVED FY2013</u>	<u>As a % of Total</u>
Salaries & Wages		\$104,356,971	58.70%	\$107,523,112	58.70%
Other Salaries & Wages		4,450,146	2.50%	4,741,955	2.58%
Contracted Services		17,276,968	9.70%	18,409,496	10.00%
Supplies & Materials		4,986,120	2.80%	4,760,401	2.59%
Other Charges		7,084,638	4.00%	7,169,181	3.91%
Fixed Charges		34,457,864	19.40%	35,737,315	19.40%
Equipment		0	0.00%	0	0.00%
Transfers to other/LEAs		1,946,278	1.10%	1,846,278	1.01%
Transfers		<u>3,148,282</u>	1.80%	<u>3,324,950</u>	1.81%
TOTAL		<u>\$177,707,267</u>	100.00%	<u>\$183,512,688</u>	100.00%

*Includes Chesapeake Public Charter School

The budget of the Board of Education is based upon the following student data:

Level	<u>FY2011 Budget</u>	<u>FY2011 Actual</u>	<u>FY2012 Budget</u>	<u>FY2012 Actual</u>	<u>FY2013 Budget</u>
Kindergarten	1,374	1,290	1,290	1,327	1,380
Elementary	6,241	6,237	6,382	6,504	6,790
Middle	3,811	3,760	3,777	3,697	3,717
High	5,317	5,177	5,212	5,220	5,235
K to 12 FTE's	16,743	16,464	16,661	16,748	17,122

Program Description

The Education Article of the Annotated Code of Maryland governs the conduct of public education in the State. The law provides that there shall be, throughout the State of Maryland, a general system of free public schools. A State Department of Education is established as a principal department of the State government. The State Board of Education determines overall elementary and secondary educational policies of the State. The law further provides that there is a county board of education for each county school system and that educational matters that affect the counties shall be under the control of the county board. The St. Mary's County Board of Education consists of five voting members and one student member. The Annotated Code of Maryland also requires that each county board prepare an annual budget for submission to the county fiscal authorities according to major budget categories.

Budget Highlights

The Board of Education's (BOE) total budget request increased \$6.6 million over FY2012 for a total of \$184,397,634. This request did not include funding for the transfer of Teacher Pension from the State. It requested County funding of \$86,562,655, including \$4,000,000 from the County's fund balance for OPEB (\$3 million) and textbooks. The Board of Education's budget request included 20.5 teachers and incorporated the equivalent of 2% for compensation changes, subject to a final negotiated agreement. The County's funding is approved at \$85,697,709, which exceeds state-mandated maintenance of effort by \$2,174,606. The County's funding includes \$2,485,697 designated for Pension costs being shifted from the State. The county also funded \$2,630,250 to be paid to the BOE's OPEB Trust, contingent upon BOE application of health refunds to the OPEB Trust. State, Federal and other revenue sources total \$97,814,979.

The Board of Education Budget also includes a Revolving Fund of \$7,036,833 for food services and a Restricted Fund of \$9,231,412 for Grants. Included in the General Fund is \$3,304,950 for the Chesapeake Public Charter School.

According to their final budget document, and based on projected enrollment, class sizes are expected to be as follows:

Level	Board Goal	Board Cap	FY2011 Projected	FY2011 Actual	FY2012 Projected	FY2012 Actual	FY2013 Projected
Kindergarten	20	23	20.71	20.32	19.56	21.50	22.20
Grades 1 to 2	21	24	20.87	20.18	22.43	22.90	23.31
Grades 3 to 5	23	29	22.71	22.80	24.84	24.40	26.14
Middle	25	N/A	19.04	21.00	19.45	19.03	19.14
High	25	N/A	22.43	22.00	23.27	23.31	22.67

COLLEGE OF SOUTHERN MARYLAND

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Tuition/Fees	5,421,618	5,901,617	6,387,964	6,432,761
County Funding	3,448,505	3,602,430	3,781,289	3,741,289
State Aid	2,120,217	2,185,395	2,264,437	2,231,783
Total – CSM	10,990,340	11,689,442	12,433,690	12,405,833
CSM Foundation	25,000	0	50,000	0

Program Description

The College of Southern Maryland, Leonardtown Campus, provides comprehensive community college services to the residents of St. Mary's County. To this end, the college offers high quality transfer and occupational programs. Continuing education courses are offered for specialized training and for enrichment. The college supports and encourages economic development and community services. The college's primary purpose is instruction. Services, cultural and research activities are developed to the degree that they enhance and complement the instructional program or meet a specific community need. The college's open-door admissions policy encourages those who can benefit to participate in programs and activities.

Budget Highlights

The total budget for the College of Southern Maryland, Leonardtown Campus, is increasing from \$11,689,442 to \$12,405,833 or 6.1% more than the prior year. County Funding is increasing by \$138,859 or 3.9%. The increase includes an additional \$99,000 designated for CSM's OPEB Trust, Water Safety Training for 5th graders and increases for their employees offset by the reduction of the 1/3 mandated indirect costs due to efficiencies. FY2013 mandated cost transfer is \$3,601,817.

Funds for the CSM Foundation–Scholarship allocation continue to be eliminated for FY2013.

Selected Statistics / Workload Indicators	Actual FY2011	Estimated FY2012	Projected FY2013
FTE Students – Leonardtown Campus	1,316	1285	1,375

BOARD OF LIBRARY TRUSTEES

<u>Division</u>	<u>FY2011 Actual</u>	<u>FY2012 Approved</u>	<u>FY2013 Request</u>	<u>FY2013 Approved</u>
Lexington Park Library	823,679	851,389	881,759	860,784
Leonardtown Library	654,066	668,476	697,534	677,284
Charlotte Hall Library	443,554	461,565	493,935	473,770
Administration	1,550,446	1,230,277	1,333,804	1,323,035
Total, Board of Library Trustees	3,471,745	3,211,707	3,407,032	3,334,873
Non-County Revenue Sources	250,774	270,000	280,000	280,000
State	629,266	588,169	590,466	590,466
Fund Balance (Library)	178,770	72,500	60,203	60,203
County Funds – Library Trustees	2,281,038	2,281,038	2,476,363	2,404,204

Program Description

The St. Mary's County Library provides public library services seven days a week to all County citizens. Branch libraries are located in the three major population centers - Lexington Park, Leonardtown, and Charlotte Hall. The Leonardtown library is considered the headquarters library and also houses the administrative office. The libraries currently consist of approximately 53,000-sq. ft. of floor space and have the capacity to hold over 225,000 items. Major activities of the libraries include: collection development and maintenance; cataloguing and processing; circulation; reference; children's programming; interlibrary loan; and administration.

Budget Highlights

The total budget approved for the Board of Library Trustees is \$3,334,873, which is an increase of \$123,166 or 3.8% more than the prior year. County Funding is approved to be \$2,404,204, which is an increase of \$123,166 or 5.4% more than the prior year. The increased county funding includes a 2% increase and stipend for employees and \$73,000 in additional OPEB for the Library.

<u>Selected Statistics / Workload Indicators</u>	<u>Actual FY2011</u>	<u>Estimated FY2012</u>	<u>Projected FY2013</u>
Circulation of Books and Other Materials	1,483,368	1,500,000	1,450,000
Registered Borrowers	75,400	74,000	80,000
Customer Visits	665,962	680,000	600,000
Childcare providers visited by WoW! Van	70	70	70
Programs	1,296	1,430	1,400
Hours Open Per Week	60-64	60-64	60
Items in Collection	265,105	255,000	255,000
PC Users	150,000	160,000	140,000
Public Access PC's	100	100	100

NON-COUNTY AGENCIES

The following represents a listing of Non-County Agencies approved to receive funding in FY2013. County funding allocated to most of the community-based non-profit entities in FY2013 is below the FY2012 level. No new entities were added. Two entities that were previously funded made no request for FY2013 (Catholic Charities and Southern Maryland Center for Independent Living, Inc.). Refer to Budget Expenditures – Detail for specific budget amounts and details.

The **Greenwell Foundation** was formed in 1969 by the Greenwell family who recognized a need for all County families, including those who have disabilities, to have a place to go where they could enjoy the beauties of the County, the river, and the outdoors. The Greenwells gave their property to the State to be used to enhance the enjoyment of nature for special populations. The Greenwell Foundation ensures that their wishes are met to provide activities and opportunities for people with special needs and promote the preservation and conservation of the Greenwell property's natural resources.

Founded in 1961, **Sotterley Foundation, Inc.** is a private, nonprofit organization that functions as steward of Historic Sotterley Plantation. The Foundation's mission is to preserve, research, and interpret Sotterley Plantation's diverse cultures and environments and to serve as a public educational resource.

Hospice of St. Mary's provides physical, emotional and spiritual care to terminally ill patients and their families, and bereavement support to those families and the community regardless of the patient's ability to pay.

A number of local service organizations participate in the **Lexington Park Rotary - Oyster Festival**, with all proceeds going back to the local community in charitable endeavors.

The **Literacy Council of St. Mary's** provides free, one-on-one tutoring to adults in St. Mary's County who need help with basic reading, writing, and math skills. County funding aides in funding a part-time office manager to allow the Council to maintain the cohesiveness needed in their volunteer organization.

This funding supports an agreement with the **Maryland Department of Agriculture** to provide funding for the control and eradication of designated noxious weeds. This program administers 50 control contracts, and performs over 400 on-site inspections of 150 infested properties. Related expenses are offset by matching revenues.

The main objective of the **Southern Maryland Navy Alliance, Inc.** is to initiate support for new programs in D.O.D authorization and appropriations legislation that are of interest to local defense activities as well as market Patuxent River and St. Inigoes capabilities to international companies and countries.

The operational plan of the **Patuxent River Naval Air Museum** includes specific objectives with respect to outdoor display areas, indoor display areas, exhibit development/facility preparation, collections, education, and management procedures. Annually, the museum welcomes more than 60,000 visitors.

The **Seventh District Optimist Club** hosts the "Blessing of the Fleet" annually in October to raise funds to support the numerous youth activities of the 7th District Optimist Club throughout the County. Because of the unique geographical location of the St. Clement's Island Museum and St. Clement's Island, (the birthplace of MD), the Blessing of the Fleet offers a perfect setting to attract tourism from the surrounding states and D.C. County funding is requested primarily for the purpose of advertising the "Blessing of the Fleet."

The **SMC Forest Conservancy District Board's** mission is to promote the stewardship, conservation, management and wise use of Maryland's forest resources, both urban and rural. The Board of County

Commissioners continues to help support Arbor Day activities and to send a student to the MD Department of Natural Resources-Natural Resource Conservation Camp (NRCC) held in Garrett County, Maryland.

The Promise, formerly known as the Southern Maryland Child Care Resource Center which was incorporated in 1997 serves as a resource to children, their families, and community professionals in the Southern Maryland region. The Southern Maryland Child Care Resource Center provides parents with free referral services and assistance in locating child care in Charles, Calvert, and St. Mary's counties. The Center also provides training and technical assistance to licensed and prospective child care providers, and behavior management support to child care providers and parents with children with challenging behaviors that are making them at risk of removal from their child care placement. Most functions are provided free to the recipients. However, there is a small charge for the training workshops. County funding is requested to cover a portion of rent and utility costs.

The **Southern Maryland Higher Education Center (SMHEC)** was established in 1994 to provide graduate and upper-level undergraduate courses for citizens of Charles, St. Mary's, and Calvert counties.

Southern Maryland RC&D Board was incorporated in 1993 and is a resource conservation and development organization which serves Anne Arundel, Calvert, Charles, and St. Mary's Counties. Working with diverse project partners, Southern Maryland RC&D brings together Federal resources and local knowledge to help communities address important, emerging conservation and quality of life concerns. St. Mary's, Calvert, and Charles County's funding is used to support a part-time secretary. Grants provide most of the funding used by the RC&D to support conservation, development and community outreach programs.

St. Mary's Caring, Inc. operates and funds a Soup Kitchen, providing hot meals and other services for low-income children and adults of St. Mary's County. The Center provides a safe and inviting location for people to meet and relax. Assistance to the unemployed, homeless, and working poor is provided by making referrals made to proper agencies. Special programs and events for children, when resources permit, have included a Christmas Breakfast and Gift Exchange. The Kitchen is always available to various community organizations for a meeting space.

The **St. Mary's College River Concert Series** provides the citizens of St. Mary's County and the rest of Southern Maryland with a series of high quality, professional performances in the summer. Additionally, the River Concert Series enriches the cultural offerings of our region while raising the cultural profile of Southern Maryland throughout the State.

The **St. Mary's County Historical Society** collects, preserves, researches, and interprets the history of St. Mary's County, Maryland and provides stewardship of 18th century Tudor Hall which functions as its main facility. County funds subsidize the general funds of the Society.

The **ARC of Southern Maryland** promotes community involvement, responsibility, independence and personal success for children and adults with intellectual and developmental disabilities. The ARC's objectives include providing residential placement; individual supported living services; vocational day placement; supported employment opportunities, and family support services/respite care assistance to individuals and families.

The **Center for Life Enrichment** provides programs and support services that will increase the vocational and personal potential of individuals with disabilities,

The function of **The Center for Family Advocacy** is to assess and provide needed support and services to the women, children, and families of St. Mary's County. The Center is the only St. Mary's County provider of legal resources for victims of violence seeking protection from abuse in civil court. Major activities of the Center include: legal assistance; lay legal advocacy program for victims of domestic violence; support groups; crisis intervention/management; support to re-entry students; domestic violence education; information and referral; and legislative and legal advocacy.

Three Oaks Center provides homeless prevention and outreach services as well as emergency, transitional and permanent supportive housing that helps individuals and families meet their basic need for shelter, stabilization, assessment, and referral to appropriate resources so that they may return to living productive, self-sufficient lives in our community. 1,200 clients are served annually; total bed-nights are around 48,000.

The primary purpose of Tri-County Community Action Committee (SMTCCAC Inc.) is to provide services to eligible citizens that alleviate the causes and conditions of poverty, promote upward mobility and enrich the quality of life. These services are provided through programs such as Head Start, Emergency Advocacy Services, Residential Energy Assistance, Weatherization services, Economic & Employment Development, Senior Companion, AmeriCorps, and Housing Services. General operations funding includes fiscal control, personnel, planning, and quality control.

The Tri-County Council is the regional planning and development agency for the Tri-County area of Southern Maryland, created by State law in 1966.

Tri-County Youth Services Bureau is a community-based, non-residential provider of delinquency prevention, youth suicide prevention, youth violence and abuse prevention and intervention, and youth development services. Professional counselors provide individual, group and family mental health counseling. Care services include individual, group, family and play therapies at three offices. The St. Mary's office is located at the Dr. J. Patrick Jarboe Center in Lexington Park. Funding is through the Governor's Office of Children, United Way, the three Southern Maryland counties, fees, contracts, and donations.

United Commission for Afro Americans pursues a varied outreach program including gathering and sharing oral histories; holding lectures, seminars, and workshops; and promoting events – all in the pursuit of their mission.

Walden/Sierra, Inc. was established in 1973 to provide comprehensive substance abuse treatment and prevention services as well as hotline/crisis intervention and mental health support services to the citizens of St. Mary's County.

The Board of County Commissioners continues to support the Watermen's Association of St. Mary's County. This allocation will assist the Association with the Oyster Replenishment program.

VOLUNTEER FIRE DEPARTMENTS AND RESCUE SQUADS

This reflects the Senator William H. Amoss Fire, Rescue and Ambulance Funding (formerly referred to as "508 State Grant") which provides financial support to the counties for local and volunteer fire, rescue, and ambulance services. The continued funding of \$200,000 is the same as previous years, and reflects amounts received from the State and allocated to the entities.

SUPPLEMENTAL EXPENSE RESERVE

This represents funding authority recognized in the expense budget, which will have corresponding (supplemental) revenue from grants or other revenues, but which is not specifically known at this time and therefore is not appropriated for a specific purpose. Generally, this is used for new or increased grant awards during the year, which have corresponding revenues. As funds are received, the revenues and associated expenditures will be re-allocated, through a budget amendment approved by the Board of County Commissioners, to the appropriate department. Appropriation authority, both revenues and expenses, is budgeted at \$1,000,000.

LEONARDTOWN TAX REBATE

The County Commissioners appropriate funds to the town of Leonardtown in recognition that the town provides some of its own services, in lieu of the County providing these services that benefit County Government facilities. The amount is calculated based upon the assessed value of County-owned tax exempt property within the Leonardtown corporate limits. The major properties within the town limits include the Court House, Governmental Center, and Health Department. The assessed value of the County-owned nontaxable real property amounts to \$43,945,600. The approved funding is calculated to be \$49,615.

EMPLOYER CONTRIBUTIONS – RETIREE HEALTH BENEFITS & UNEMPLOYMENT COSTS

This portion of the budget includes principally retiree health insurance, as well as unemployment insurance costs. The County government provides health insurance to its retirees based upon years of service.

Requirements from the Government Accounting Standards Board (GASB) require the recognition in financial statements beginning in FY2008 of the expense being incurred while employees work for the benefits that they will be paid as retirees. This is similar to current accounting for pension plans, that requires recognition today of the benefit being earned. Further, though not required by the GASB, setting aside funding in a trust for those future commitments is widely recognized as responsible and prudent. It ensures that at the time that current employees retire and expect to collect those benefits, adequate funding will be there for the County to make the necessary payments for retirees. Prior to FY2008, these costs were reflected in the budget based on actual premium payments for current retirees only. That amount was approximately \$2 million annually.

The County has an actuarial valuation performed bi-annually. The actuary estimated the County's total liability for FY2013 at \$84,788,000; however, the County has set aside funds for a trust, which reduced this to an unfunded liability of \$48,174,000. The total required contribution for FY2013 is \$5,669,000. The County has maintained its practice of budgeting and contributing the full actuarially determined contribution. \$65,000 is included in the Solid Waste & Recycling and \$64,000 in the Wicomico Golf Course Enterprise Funds. The general fund budget includes \$6,540,000, which includes \$1 million from the County's Fund balance to help pay down the liability.

\$200,000 is included in FY2013 for Unemployment Costs due to the increased County costs in FY2012, due to the extension of benefit payments at the Federal level, as well as the likely input of costs related to newly eliminated positions.

GENERAL / BANK ADMINISTRATION COSTS

\$61,000 is allocated to cover service and related charges from financial institutions, including administrative fees for bond escrow accounts related to outstanding general obligation bonds.

DEBT SERVICE

This appropriation of \$12,493,113 is needed to pay principal and interest on debt for capital projects; this includes the anticipated debt service of \$1,604,851 needed on the proposed sale in FY2013 of \$20,000,000. The estimated allocation of debt service, based on the capital projects being funded, is as follows:

<u>Project Type</u>	<u>Current Debt</u>	<u>New Debt</u>
Board of Education	\$6,080,089	\$458,988
Other County	1,852,491	739,836
Roads	1,161,987	369,116
Solid Waste	851,330	0
CSM	372,330	0
Library	283,676	30,492
Parks	286,359	6,419
Total	\$10,888,262	\$1,604,851

CAPITAL PROJECTS - GENERAL FUND TRANSFER

\$9,763,208 is approved as a transfer from the General Fund to the Capital Projects Fund to pay for capital needs. This includes \$1,169,000 funds from debt service savings from the 2011 refunding of Bonds, \$7,500,000 for BRAC Infrastructure Capital Project that is being funded from the County's Fund Balance, and \$1,094,208 funded from revenues when applied as pay-go for capital projects, this \$9.7 million ultimately means about \$800,000 savings annually in debt service.

RESERVE - RAINY DAY

This fund was established as a source of funding for budget years when the revenue estimates indicate a temporary shortfall from the level required to fund the County's operations and activities. It is funded through budgeted additions that are set-aside at the start of the fiscal year. Though this Budget includes no funding for this reserve, the Rainy Day Reserve balance is retained at \$1,625,000.

RESERVE - BOND RATING

The Bond Rating Reserve is part of the Committed Funds in the fund balance, set at 6% of general fund revenues. Due to the increase of general fund revenues above the FY2012 Approved Budget, this FY2013 appropriation is \$200,000. The Bond Rating Reserve balance is \$11,892,240 as of June 30, 2011.

RESERVE - EMERGENCY APPROPRIATIONS

This reserve represents funding set aside annually which can be allocated during the fiscal year at the discretion of the Board of County Commissioners to fund unanticipated or under budgeted expenditures or respond to other funding requests for items or activities not budgeted. The budget allocates \$500,000 to this reserve. Uses require specific action by the Board of County Commissioners.

ENTERPRISE AND SPECIAL REVENUE FUNDS

Enterprise funds are used to account for certain services and programs which are operated similar to separate business enterprises. Generally, fees and charges are levied at rates necessary to cover the costs of operation; thus enterprise fund activities are not dependent on taxes for their operating revenue.

The Department of Recreation and Parks operates two enterprise funds: the Recreation and Parks Activity Fund accounts for the operation of numerous countywide recreation programs, and the Wicomico Shores Enterprise Fund accounts for the operations of the County's public golf course.

The Solid Waste and Recycling Fund is a separate fund to capture the direct operating costs of the Solid Waste and Recycling divisions/ activities and related fees. A Solid Waste and Recycling fee was instituted effective July 1, 2007, and is used to partially fund the costs. In addition, User Fees and a General Fund subsidy fund this program.

The Miscellaneous Revolving Fund is a special revenue fund established to account for certain earmarked revenue sources designated to finance particular functions or activities.

The Emergency Services Support Fund is a separate fund to collect revenue (Emergency Service Support Fees) and expend resources for Advanced Life Support, LOSAP and base operating allocations to Fire & Rescue entities. This also funds the principal and interest on the Fire and Rescue Revolving Loan Fund debt.

RECREATION AND PARKS ENTERPRISE FUND

Source and Use of Funds	FY 2011 Actual	FY 2012 Approved	FY 2013 Request	FY 2013 Approved
Child Care Programs	\$ 782,496	\$ 855,519	\$ 1,079,131	\$ 1,079,131
Therapeutic Division	125,062	141,079	164,069	164,069
Gymnastics Department	311,789	322,122	327,270	327,270
Leisure / Special Programs	157,671	163,850	208,051	208,051
Special Facilities	254,457	347,645	298,840	298,840
Sports Programs	442,223	505,555	541,995	546,555
Recreation Activity Fund Fines	44			
New Program Reserves	79,654	214,399	214,399	214,399
Total Revenues	2,153,396	2,550,169	2,833,755	2,838,315
Child Care Programs	\$ 653,653	\$ 724,147	\$ 893,760	\$ 893,760
Therapeutic Division	92,180	136,227	164,125	164,125
Gymnastics Department	290,271	291,122	311,128	311,128
Leisure / Special Programs	115,836	145,696	162,116	162,316
Special Facilities	430,905	521,965	505,076	505,076
Sports Programs	357,812	434,681	460,005	464,565
New Program Reserves	134,401	267,299	270,184	270,184
Total Expenditures	2,075,058	2,521,137	2,766,394	2,771,154
Revenues Over(Under) Expenditures	78,338	29,032	67,361	67,161
General Fund Subsidy	0	0	0	0
Fund Equity (deficit) at June 30 - audited	\$75,415			

An enterprise fund is established to account for governmental services which are entirely or predominantly funded by user charges. Programs offered through the Recreation Division of the Department of Recreation and Parks are financed through fees established for the different activities. Programs and facilities include child care centers, summer day camps, sports programs, youth and adult leisure programs, amusement park ticket sales, gymnastics center, regional park, indoor recreation center, teen center, and museums.

WICOMICO SHORES GOLF ENTERPRISE FUND

Source and Use of Funds	FY 2011 Actual	FY 2012 Approved	FY 2013 Request	FY 2013 Approved
Golf Operations	\$ 924,147	\$ 975,825	\$ 975,825	\$ 975,825
Restaurant	360,340	389,000	394,000	394,000
House	10,284	9,000	9,000	9,000
Interest Income	2,074	3,000	2,500	2,500
Golf Shop	56,021	76,940	76,940	76,940
Miscellaneous	1,362	3,200	3,200	3,200
Supplemental Reserve	0	50,000	50,000	50,000
Total Revenues	1,354,228	1,506,965	1,511,465	1,511,465
Golf Operations	\$ 122,925	\$ 131,301	\$ 118,243	\$ 118,243
Greens and Grounds	377,911	410,493	407,280	405,193
Restaurant	370,628	350,329	352,776	353,628
House	96,705	98,860	95,860	95,860
Administration	230,770	208,053	206,052	207,361
Golf Shop	32,443	29,162	27,913	27,913
Capital / depreciation	126,998	0	0	0
OPEB (post-retirement health)	65,741	60,000	64,000	64,000
Supplemental Reserve	0	50,000	50,000	50,000
Total Expenditures, before debt service	1,424,121	1,338,198	1,322,124	1,322,198
Debt Service - Equipment	0	0	0	0
Debt Service - Building	112,539	112,961	112,961	112,961
Total Expenditures, including debt service	1,536,660	1,451,159	1,435,085	1,435,159
Fund Equity (deficit) at June 30, exclusive of net capital assets - audited	\$ (80,924)			

The Wicomico Shores Golf Enterprise fund finances the public golf operation in St. Mary's County. The Wicomico Golf Course and Recreation Complex includes an 18-hole golf course, restaurant, banquet room, club house, pro shop, and two tennis courts. Primary revenue sources for this self-supporting enterprise are the greens fees generated through golf course operations and the revenue collections from the restaurant and banquet facility. All expenditures, including debt service on the financing, is funded by net revenues of the golf course operation.

SOLID WASTE AND RECYCLING FUND

Source and Use of Funds	FY 2011 Actual	FY 2012 Approved	FY 2013 Request	FY 2013 Approved
SW and Recycling Fees-Residential	\$ 2,301,720	\$ 2,321,749	\$ 2,335,320	\$ 2,340,000
Landfill Tipping Fee	355,188	358,000	312,500	312,500
Recycle Containers	47,985	7,700	33,200	33,200
Total Revenues	2,704,893	2,687,449	2,681,020	2,685,700
Solid Waste				
Personal Services	\$ 895,265	\$ 835,600	\$ 828,408	\$ 841,414
Operating Supplies	31,276	42,500	42,500	42,500
Hauling & Post-Closure Costs	886,626	727,271	727,271	989,950
Communications	4,441	3,900	3,900	3,900
Transportation	60,091	79,000	79,000	79,000
Public Utility	21,010	28,167	28,167	28,167
Tipping Fees	996,724	1,143,000	1,113,000	900,500
Equipment	2,169	-	-	-
Retiree Health	60,905	63,000	65,000	65,000
Lease Payments	179,078	140,101	81,097	121,899
Capital/Depreciation	111,552	-	-	-
Total, Solid Waste	3,249,137	3,062,539	2,968,343	3,072,330
Recycling				
Personal Services	\$ 119,335	\$ 119,821	\$ 119,268	\$ 120,301
Operating Supplies	2,400	3,050	3,050	3,050
Professional Services	220,302	189,000	219,000	219,000
Communications	1,265	-	-	-
Transportation	2,768	4,500	4,500	4,500
Rentals	36,985	40,000	40,000	40,000
Hazardous Waste Day Events	77,048	75,150	75,150	75,150
Capital/Depreciation	24,585	-	-	-
Total, Recycling	484,688	431,521	460,968	462,001
Total Expenditures	3,733,825	3,494,060	3,429,311	3,534,331
Revenues Over (Under) Expenditures	(1,028,932)	(806,611)	(748,291)	(848,631)
Transfer-Subsidy from General Fund	1,433,272	1,000,000	1,000,000	1,000,000
Fund Equity (deficit) at June 30 - audited	\$ 353,627			

This enterprise fund captures the direct operating costs and related fees. The Solid Waste and Recycling Fee of \$60/improved residential property is collected annually through the Property Tax bills. Not included above are expenditures for capital projects and related debt service, indirect costs, overhead and administration; these are still carried as General Fund or Capital Project expenditures. Debt Service costs in the General Fund are \$851,330.

NOTE: The budget reflects estimated costs to implement the change to the disposal method - "contract haul to a waste to energy facility", assuming a full year implementation, due to notification from Charles County of their intent not to renew the contract. Also, in FY2013 a \$40/ton Residential Green Waste Tipping Fee is established in lieu of the regular \$65/ton regular fee, for residents that dispose of residential yard waste. Revenue impact is estimated to be 2500 tons @ \$25 fee difference per ton.

MISCELLANEOUS REVOLVING FUND

Source and Use of Funds	FY 2011 Actual	FY 2012 Approved	FY 2013 Request	FY 2013 Approved
Fuel Operations	\$17,967	\$15,000	\$15,000	\$15,000
State's Attorney Drug Enforcement	24,034	70,000	25,000	25,000
Community Service Teen Court	0	1,000	1,000	1,000
Department of Aging Special Events/CRAC	85,579	160,000	160,000	160,000
LUGM - Historic Book	11,240	10,000	10,000	10,000
Sheriff's Federal Forfeiture Fund	71,374	45,862	184,922	184,922
Sheriff's "350 Years" Book	0	40,000	40,000	40,000
State's Attorney Project Graduation	0	62,350	62,350	62,350
Total Revenues	210,194	404,212	498,272	498,272
Fuel Operations	4,921	7,350	7,350	7,350
State's Attorney Drug Enforcement	26,583	122,650	84,397	85,195
Community Service Teen Court	269	1,000	1,000	1,000
Department of Aging Special Events/CRAC	104,334	160,000	160,000	160,000
LUGM - Historic Book	0	10,000	10,000	10,000
Sheriff's Federal Forfeiture Fund	15,138	45,862	184,922	184,922
Sheriff's 350 years Book	0	40,000	40,000	40,000
State's Attorney Project Graduation	0	60,350	60,350	60,350
Total Expenditures	151,245	447,212	548,019	548,817
Revenues Over (Under) Expenditures	58,949	(43,000)	(49,747)	(50,545)
Fund Equity (deficit) at June 30 - audited	\$492,614			

The Miscellaneous Revolving Fund is a special revenue fund established to account for certain earmarked revenue sources designed to finance particular functions or activities.

EMERGENCY SERVICES SUPPORT FUND

Beginning in FY 2005, through an Emergency Services Tax, the County dedicates a funding stream for the County's emergency services activities and organizations, funded by that tax. By identifying a special tax, based on assessed property values, the Commissioners set into place a funding mechanism to allow emergency services organizations, including fire and rescue, to plan for the future.

The Emergency Services Tax- Support Services is assessed at a rate of \$0.016 on each \$100 dollars of assessable and personal property. The funds are remitted by the Treasurer and credited to this revolving fund. Revenues generated are budgeted to support base allocations of \$23,000 and \$19,000 to each volunteer fire department and rescue squad, respectively, as well as for the other purposes listed below.

Source and Use of Funds	FY 2011 Actual	FY 2012 Approved	FY 2013 Request	FY 2013 Approved
Emergency Services – Support Tax	\$ 1,872,790	\$ 1,800,000	\$ 1,900,000	\$ 1,900,000
Insurance Proceeds	13,816	-	-	-
ALS MIEMSS Grants	28,416	-	-	-
SAFER Grant	-	81,124	81,124	81,124
Total Revenues	1,915,022	1,881,124	1,981,124	1,981,124
Advanced Life Support	\$ 297,454	\$ 378,507	\$ 378,507	\$ 378,507
ALS Miemss Grants	40,917	-	-	-
ALS Educational Assistance	37,076	37,076	37,076	37,076
Emergency Services	42,423	133,631	157,631	164,726
Fire Department Operating Allocation	207,000	207,000	207,000	207,000
Fire Department LOSAP	500,188	534,444	621,164	621,164
Rescue Squad Operating Allocation	133,000	133,000	133,000	133,000
Rescue Squad LOSAP	165,014	170,384	199,110	199,110
F & R Revolving Loan Fund, Debt Service	169,727	169,075	152,748	152,748
SAFER Grant - 1 FTE Position (Salaries/Fr Only)	-	81,124	81,124	81,124
Total Expenditures	1,592,799	1,844,241	1,967,360	1,974,455
Excess of Revenues Over (Under) Expenditures	322,223	36,883	13,764	6,669
Fund Balance at June 30 - audited	\$ 1,409,915			

FIRE TAX

According to the St. Mary's County Code, a Fire Tax is to be assessed on every \$100 of assessed valuation of all real and personal property. The proceeds from the tax are distributed to those fire companies located in the election districts in which the money is collected. The fire companies submit an annual budget and audit report to the Board of County Commissioners. The funds received by the fire companies and approved by the County Commissioners shall be used for the purpose of purchasing, repairing, replacing, operating, maintaining and housing their fire-fighting equipment and apparatus, and for the training of new volunteer firefighters.

<u>DISTRICT</u>	<u>NUMBER OF PROPERTIES *</u>	<u>RATES</u>
1st Election District - Ridge	3,959	3.6¢ per \$100 of assessment
2nd Election District – Valley Lee	3,770	4.4¢ per \$100 of assessment
3rd Election District - Leonardtown	7,255	2.4¢ per \$100 of assessment
4th Election District – Chaptico	5,012	4.4¢ per \$100 of assessment
5th Election District – Mechanicsville	5,249	4.6¢ per \$100 of assessment
6th Election District - Hollywood	5,801	4.4¢ per \$100 of assessment
7th Election District – Avenue	3,337	4.4¢ per \$100 of assessment
8th Election District – Bay District	13,204	5.0¢ per \$100 of assessment
9th Election District – St. George Island	232	3.6¢ per \$100 of assessment

* Property information reflected is FY 2012 actual

RESCUE TAX

A Rescue Tax was enacted to provide a dedicated funding source for the County's rescue services activities and organizations. By identifying a special tax, based on assessed property values, the Commissioners set into place a funding mechanism to allow emergency services organizations, including fire and rescue, to plan for the future. The Emergency Services Tax, as a group, includes the existing Fire Tax, this Rescue Tax, and the Emergency Services Support Tax.

The Rescue Tax is assessed at a rate per \$100 of assessed valuation of all real and personal property on property in each election district, as identified below. The proceeds from the tax are distributed by the Treasurer to those rescue squads located in the election districts in which the money is collected. The Rescue Squads submit an annual budget and audit report to support the expenditure of these funds, which are to be used for the purpose of purchasing, repairing, replacing, operating, maintaining and housing their Rescue equipment, and for the training of volunteer Rescue Personnel.

DISTRICT	NUMBER OF PROPERTIES *	RATES
1st Election District –Ridge	3,959	.8¢ per \$100 of assessment
2nd Election District –Valley Lee	3,770	.8¢ per \$100 of assessment
3rd Election District –Leonardtwn	7,255	.9¢ per \$100 of assessment
4th Election District –Chaptico	5,012	.8¢ per \$100 of assessment
5th Election District –Mechanicsville	5,249	.8¢ per \$100 of assessment
6th Election District –Hollywood	5,801	1.1¢ per \$100 of assessment
7th Election District–Avenue	3,237	1.1¢ per \$100 of assessment
8th Election District –Lexington Park	13,204	1.7¢ per \$100 of assessment
9th Election District –St. George's Island	232	.8¢ per \$100 of assessment

* Property information reflected is FY 2012 actual

SPECIAL ASSESSMENT FUND

In St. Mary's County there are four distinct classifications of special assessments. These include: Shore erosion control, Roadway improvements and lighting, Storm water drainage, and Waterway dredging. Following are the current districts:

DISTRICT	NUMBER OF PROPERTIES	RATES
Erosion Control		
Holly Point Shore Erosion Control	4	\$3139.12 - 25 years through 2032.
Holly Point Shore Erosion Control		\$2160.20 - 25 years through 2032.
Holly Point Shore Erosion Control		\$2270.30 - 25 years through 2032.
Holly Point Shore Erosion Control		\$3933.03 - 25 years through 2032.
Hollywood Shores	210	\$39.47 per owner (plus annual maintenance and inspection fee) - 15 years through 2014.
Jefferson Island Erosion	1	Varying amounts each year through 2016
Tall Timbers Erosion #3	62	\$115.33 per front lot - 25 years through 2016 \$57.28 per back lot - 25 years through 2016.
Wicomico Shores	411	\$228.73 per lot - 20 years through 2019.
Villas on Waters Edge Shore Erosion	91	\$243.24 per property - 20 years through 2032.
Roadway Improvement		
Cloverdale Acres	7	\$512.75 per lot - 20 years through 2019.
Golf Course Drive	59	\$217.99 per property - 20 years through 2026.
Mallard Creek	8	\$259.26 per owner - 20 years through 2019.
Miles Drive	5	\$270.24 per lot - 20 years through 2016
Mulberry South	23	\$286.76 per owner - 20 years through 2021.
Roof Top Circle	7	\$237.80 per lot - 20 years through 2015
Rosebank Village	9	\$342.65 per lot - 20 years through 2019.
Scott Circle	24	\$130.76 per lot - 20 years through 2013
Waterway Improvement		
Kingston Creek Waterway	22	\$34.14 per parcel - 20 years through 2027.
Little Kingston Creek	21	\$136.35 per owner - 20 years through 2019.
Kingston Creek Waterway #2	25	\$674.75 per property - 25 years through 2037.
Street Lights		
Southampton Lighting	75	\$19.76 per lot - prior year SMECO charges

Depending upon the type of special assessment, the project may require interfund loans. Provision is then made for the benefiting property owner to normally pay installments through the property tax system on an annual basis. Debt Service required in FY 2013 for existing Special Assessments will be \$77,445.

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CAPITAL IMPROVEMENTS FUND

The St. Mary's County Code requires the annual adoption by the Board of County Commissioners of a separate capital budget and program. The capital budget is the plan of the County to receive and expend funds for capital projects during the first fiscal year included in the capital program. The capital program is the plan of the County to receive and expend funds for capital projects during the fiscal year covered by the capital budget and the succeeding five years thereafter.

The following pages are divided into three sections:

- 1) Fiscal Year 2013 Approved Capital Budget - by project and funding source
- 2) Fiscal Year 2014 – Fiscal Year 2018 Approved Capital Program
- 3) Detail project information showing funding sources and uses throughout the period covered by the budget and plan are categorized according to the following project classifications:

- Public Facilities
- Highways
- Marine
- Solid Waste
- Land Conservation
- Recreation and Parks
- Public Landings
- Public Schools

Projects are shown for the approved FY2013 appropriation year as well as the planned projects for fiscal years 2014, 2015, 2016, 2017, and 2018. Approved financing is presented in total for each of the respective years.

Capital project expenditures and revenues are accounted for in a separate Capital Improvements Fund.

APPROVED CAPITAL BUDGET - FY2013

CAPITAL PROJECT	Total	Bonds	X-for Tax	Impact Fees	Pay-Go	State /Fed	Other
PUBLIC FACILITIES							
Base Realignment and Closure Infrastructure	7,500,000	0	0	0	7,500,000	0	0
Leonardtown Library Renovation	1,857,000	1,544,950	312,050	0	0	0	0
Airport Master Plan	604,000	0	0	0	30,200	573,800	0
ADC HVAC Upgrades	580,000	0	580,000	0	0	0	0
Airport Wetlands Mitigation	457,000	0	0	0	22,850	434,150	0
Building Maintenance & Repairs - Critical	236,000	0	0	0	236,000	0	0
Building Maintenance & Repairs - Programmatic	150,000	0	0	0	150,000	0	0
Tri-County Animal Shelter	123,375	0	0	0	123,375	0	0
Farmers Market Improvements	75,000	0	0	0	0	0	75,000
Parking and Site Improvements	35,000	0	0	0	35,000	0	0
Total Public Facilities	11,617,375	1,544,950	892,050	0	8,097,425	1,007,950	75,000
HIGHWAYS							
Asphalt Overlay	3,000,000	213,871	1,151,163	0	1,634,966	0	0
FDR Blvd. Extended (MD 4 to Pegg Rd)	1,710,200	540,660	235,200	475,000	459,340	0	0
Patuxent Park Neighborhood Preservation	1,165,000	1,000,000	165,000	0	0	0	0
Modified Seal Surface Treatment	654,000	0	654,000	0	0	0	0
Traffic Control Signal Installations	143,300	0	0	0	28,660	114,640	0
Regional Water Quality & Nutrient Removal	50,000	0	50,000	0	0	0	0
Total Highways	6,722,500	1,754,531	2,255,363	475,000	2,122,966	114,640	0
MARINE							
St. Jerome's Creek Jetties	125,000	0	125,000	0	0	0	0
Total Marine	125,000	0	125,000	0	0	0	0
SOLID WASTE							
Landfill Mitigation	445,000	0	0	0	445,000	0	0
Total Solid Waste	445,000	0	0	0	445,000	0	0
LAND CONSERVATION							
Agricultural Land Preservation Programs	1,666,667	0	183,587	0	0	1,000,000	483,080
Green Community Initiative - Critical Area Planting	7,971	0	0	0	0	0	7,971
Total Land Conservation	1,674,638	0	183,587	0	0	1,000,000	491,051
RECREATION & PARKS							
Three Notch Trail Phase Six	1,985,540	0	0	0	0	1,985,540	0
Lancaster Park Improvements	600,000	0	60,000	540,000	0	0	0
Recreation Facility & Park Improvements	360,000	0	0	0	260,000	100,000	0
Civil War Memorial Interpretive Center	150,000	0	0	0	0	150,000	0
Park Land and Facility Acquisition	90,000	0	0	0	0	90,000	0
Leonardtown Park	30,000	0	0	0	30,000	0	0
Total Parks Acquisition /Development	3,215,540	0	60,000	540,000	290,000	2,325,540	0
PUBLIC LANDINGS							
Wicomico Shores Public Landing Restroom							
Building Replacement	99,000	0	0	0	0	99,000	0
Derelict Boat Removal	30,000	0	0	0	0	30,000	0
Total Public Landings	129,000	0	0	0	0	129,000	0
PUBLIC SCHOOLS							
Greenview Knolls ES - HVAC Systemic Renovation	3,373,000	1,000,000	59,000	0	0	2,314,000	0
Site Acquisition - Future School Sites	3,150,000	0	0	3,150,000	0	0	0
Mechanicsville ES Bus/Parking Lot Modifications	1,578,000	1,453,000	125,000	0	0	0	0
New Elementary School - Leonardtown	250,000	0	0	250,000	0	0	0
Relocatables - for various sites	200,000	0	200,000	0	0	0	0
Total Public Schools	8,551,000	2,453,000	384,000	3,400,000	0	2,314,000	0
TOTAL	\$32,480,053	\$5,752,481	\$3,900,000	\$4,415,000	\$10,955,391	\$6,891,130	\$566,051

APPROVED CAPITAL BUDGET - FY2013

SUMMARY

Project Type	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
Public Facilities	11,617,375	1,544,950	892,050	0	8,097,425	1,007,950	75,000
Highway	6,722,500	1,754,531	2,255,363	475,000	2,122,966	114,640	0
Marine	125,000	0	125,000	0	0	0	0
Solid Waste	445,000	0	0	0	445,000	0	0
Land Conservation	1,674,638	0	183,587	0	0	1,000,000	491,051
Recreation & Parks	3,215,540	0	60,000	540,000	290,000	2,325,540	0
Public Landing	129,000	0	0	0	0	129,000	0
Public Schools	8,551,000	2,453,000	384,000	3,400,000	0	2,314,000	0
Total	\$32,480,053	\$5,752,481	\$3,900,000	\$4,415,000	\$10,955,391	\$6,891,130	\$566,051

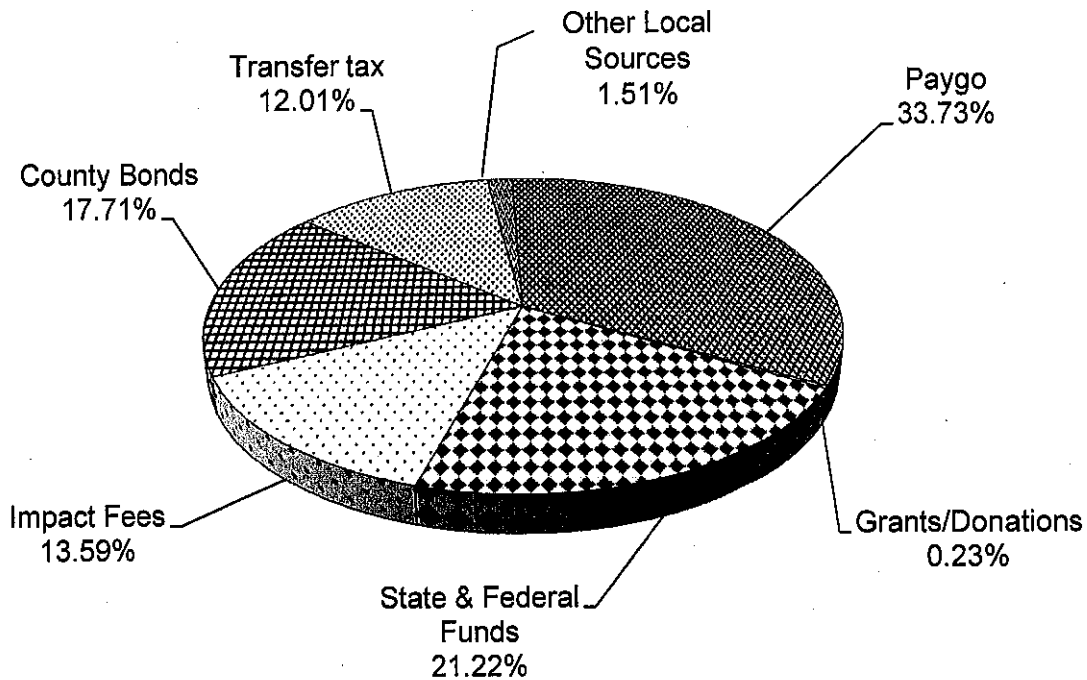
Included in the funding identified above are the normal annual collections of detailed capital project funding sources as well as accumulated unapplied resources, as of June 30, 2011, which may result from collections that exceed estimates or expenditures that are less than budgeted. To the extent that such variances occur, these excess funds are retained within the capital projects fund and applied to subsequent years' capital projects, based on the approved budget.

Estimated annual impact fee collections are: Roads - \$225,000 ; Parks - \$337,000 ; Schools - \$1,687,500.

The amounts shown above are based on eligible expenditures budgeted in FY2013 for the identified projects. To the extent that collections exceed the amount applied in the FY2013 budget, the excess is carried to the later years and matched to eligible expenditures.

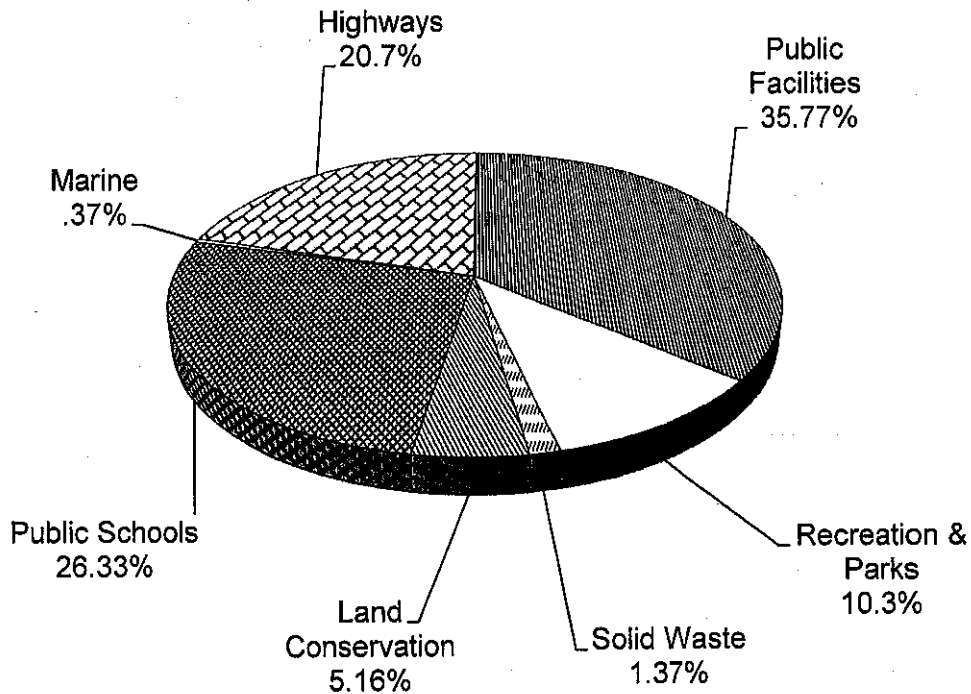
\$9,763,208, is approved as a transfer from the General Fund to the Capital Projects Fund to pay for capital needs. Additional Pay-go being applied to the FY2013 CIP is \$1,192,183 from FY2012 savings, for a total of \$10,955,391. The use of "Pay-go" to fund capital projects reduces the amount of debt that would otherwise be needed, and is estimated to reduce the amount of debt service that would have to be budgeted in the General Fund by approximately \$800,000 annually.

FISCAL YEAR 2013 CAPITAL BUDGET - FUNDING SOURCES



State & Federal Funding	\$ 6,891,130
Local Funds:	
County Bonds	5,752,481
Transfer Taxes	3,900,000
Impact Fees	4,415,000
Pay-Go	10,955,391
Recordation Fees/Agricultural Tax/Fee-in-Lieu	491,051
Other (Grants, Donations)	<u>75,000</u>
Total	<u>\$32,480,053</u>

FISCAL YEAR 2013 CAPITAL BUDGET - PROJECTS



Public Facilities	\$11,617,375
Public Schools	8,551,000
Highways	6,722,500
Recreation & Parks (includes Public Landings)	3,344,540
Land Conservation	1,674,638
Solid Waste	445,000
Marine	<u>125,000</u>
Total	<u>\$32,480,053</u>

APPROVED FY2013 CAPITAL BUDGET AND FY2014 TO FY2018 PLAN

CAPITAL PROJECT	Recommended 5-Year Capital Plan					
	FY13 Total	FY14 Total	FY15 Total	FY16 Total	FY17 Total	FY18 Total
PUBLIC FACILITIES						
Base Realignment and Closure Infrastructure	7,500,000	0	0	0	0	0
Leonardtown Library Renovation	1,857,000	0	0	0	0	0
Tri-County Animal Shelter	123,375	0	0	0	0	0
Airport Wetlands Mitigation	457,000	0	0	0	0	0
ADC HVAC Upgrades	580,000	2,700,500	0	0	0	0
Parking and Site Improvements	35,000	180,000	0	100,000	0	125,000
Airport Master Plan	604,000	4,345,000	1,508,000	618,000	5,152,000	4,686,000
Building Maintenance & Repairs - Critical	236,000	265,000	265,000	206,000	325,000	315,000
Building Maintenance & Repairs - Programmatic	150,000	260,000	220,000	240,000	195,000	200,000
Farmers Market Improvements	75,000	75,000	75,000	75,000	75,000	75,000
ADC Minimum Security Facility Addition - Phase 1	0	9,643,375	0	0	0	0
Agricultural Services Center	0	233,000	0	0	0	0
ADC Booking / Inmate Processing & Expansion - Phase 2	0	1,842,500	1,932,500	0	0	0
Airport Improvements	0	96,000	0	0	96,000	0
Fire and Rescue Revolving Loan Fund	0	1,600,000	0	900,000	250,000	0
Workforce Housing Initiatives	0	250,000	250,000	0	0	0
NextGen 800MHz/Radio System	0	0	5,110,000	0	0	4,495,000
Garvey Senior Center Replacement Facility	0	0	0	0	0	239,250
Public Facilities Master Plan	0	0	0	0	0	125,000
Total Public Facilities	11,617,375	21,490,375	8,360,500	2,139,000	6,093,000	10,260,250
HIGHWAYS						
FDR Boulevard Extended (MD 4 to Pegg Rd)	1,710,200	0	6,000,000	6,000,000	6,000,000	0
Traffic Control Signal Installations	143,300	123,000	0	0	0	0
Patuxent Park Neighborhood Preservation Program	1,165,000	1,700,000	2,500,000	0	0	0
Regional Water Quality & Nutrient Removal	50,000	1,057,900	135,000	4,231,600	1,578,825	0
Asphalt Overlay	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Modified Seal Surface Treatment	654,000	654,000	654,000	654,000	654,000	654,000
State Aid Projects	0	33,049	151,130	151,130	151,130	151,130
Removal of Roadside Obstacles	0	260,000	0	260,000	0	260,000
Bridge/Culvert Replacement and Repair	0	60,000	0	20,000	0	60,000
Streetscape Improvements	0	60,000	0	60,000	0	60,000
Roadway Base Widening	0	0	265,000	0	0	265,000
Total Highways	6,722,500	6,947,949	12,705,130	14,376,730	11,383,955	4,450,130
MARINE						
St. Jerome's Creek Jetties	125,000	5,556,491	3,462,825	0	0	0
St. Patrick Creek Maintenance Dredge	0	800,000	0	0	0	0
Total Marine	125,000	6,356,491	3,462,825	0	0	0
SOLID WASTE						
Landfill Mitigation	445,000	297,401	0	0	0	0
Total Solid Waste	445,000	297,401	0	0	0	0
LAND CONSERVATION						
Agricultural Land Preservation Programs	1,666,667	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000
Green Community Initiative - Critical Area Planting	7,971	5,000	5,000	5,000	5,000	5,000
Total Land Conservation	1,674,638	1,755,000	1,755,000	1,755,000	1,755,000	1,755,000

APPROVED FY2013 CAPITAL BUDGET AND FY2014 TO FY2018 PLAN

CAPITAL PROJECT	Recommended 5-Year Capital Plan					
	FY13 Total	FY14 Total	FY15 Total	FY16 Total	FY17 Total	FY18 Total
RECREATION & PARKS						
Lancaster Park Improvements	600,000	0	0	0	0	0
Civil War Memorial Interpretive Center	150,000	0	0	0	0	0
Recreation Facility & Park Improvements	360,000	525,000	461,000	585,000	570,000	560,000
Three Notch Trail Phase Six	1,985,540	667,680	0	0	0	0
Park Land and Facility Acquisition	90,000	90,000	90,000	90,000	90,000	90,000
Piney Point Lighthouse Museum	0	190,000	0	200,000	100,000	0
St. Clement's Island Museum Renovations	0	100,000	0	0	30,000	170,000
Three Notch Trail Phase Seven	0	0	253,125	0	0	0
Leonardtown Park	30,000	0	500,000	1,000,000	0	0
Elms Beach Park Improvements	0	0	0	25,000	75,000	800,000
Chaptico Park - Phased Development	0	0	0	0	125,000	0
Total Parks Acquisition /Development	3,215,540	1,572,680	1,304,125	1,900,000	990,000	1,620,000
PUBLIC LANDINGS						
Wicomico Shores Restroom Building Replacement	99,000	0	0	0	0	0
Derelect Boat Removal	30,000	30,000	30,000	30,000	30,000	30,000
Piney Point Public Landing	0	0	0	0	150,000	0
Total Public Landings	129,000	30,000	30,000	30,000	180,000	30,000
PUBLIC SCHOOLS						
Greenview Knolls ES - HVAC Systemic Renovation	3,373,000	0	0	0	0	0
Site Acquisition - Future School Sites	3,150,000	0	0	0	0	0
Mechanicsville ES Bus/Parking Lot Modifications	1,578,000	0	0	0	0	0
Relocatables - for various sites	200,000	250,000	250,000	0	0	0
New Elementary School - Leonardtown	250,000	10,985,000	11,127,000	1,673,000	0	0
Fairlead Academy	0	1,200,000	0	0	0	0
Flooring Replacement-Various Schools	0	50,000	0	50,000	0	0
Site Paving - Parking Lots & Sidewalks	0	0	75,000	0	75,000	0
Evergreen ES - Early Childhood Center	0	0	632,000	2,212,000	6,985,000	4,413,000
White Marsh ES - Window Systemic Renovation	0	0	0	493,000	0	0
Ridge ES - Window Systemic Renovation	0	0	0	475,000	0	0
Tennis Court/Track Resurface - Chopticon & Great Mills HS	0	0	0	425,000	0	0
Playground Equipment	0	0	0	325,000	0	0
Piney Point ES - Partial Roof Replacement	0	0	0	0	620,000	0
Lettie Marshall Dent ES - Addition	0	0	0	0	422,000	372,000
New Elementary School - Central County	0	0	0	0	50,000	200,000
Spring Ridge Middle School Relocatables	0	0	0	0	0	1,005,000
Spring Ridge Middle School Limited Renovation	0	0	0	0	0	500,000
Warehouse	0	0	0	0	0	498,000
New Middle School (700 capacity)	0	0	0	0	0	350,000
Mechanicsville E.S. Modernization	0	0	0	0	0	231,000
Bethune Educational Center - HVAC Systemic Renovation	0	0	0	0	0	217,000
Three High School Interior Basketball Scoreboards	0	0	0	0	0	100,000
Total Public Schools	8,551,000	12,485,000	12,084,000	5,653,000	8,152,000	7,886,000
TOTAL	\$32,480,053	\$50,934,896	\$40,701,580	\$25,853,730	\$28,553,955	\$26,001,380

APPROVED FY2013 CAPITAL BUDGET AND FY2014 TO FY2018 PLAN

CAPITAL PROJECT	Recommended 5-Year Capital Plan					
	FY13 Total	FY14 Total	FY15 Total	FY16 Total	FY17 Total	FY18 Total

Capital Project Summary - By Type

Public Facilities	11,617,375	21,490,375	9,360,500	2,139,000	6,093,000	10,260,250
Highways	6,722,500	6,947,949	12,705,130	14,376,730	11,383,955	4,450,130
Marine	125,000	6,356,491	3,462,825	0	0	0
Solid Waste	445,000	297,401	0	0	0	0
Land Conservation	1,674,638	1,755,000	1,755,000	1,755,000	1,755,000	1,755,000
Parks Acquisition & Development	3,215,540	1,572,680	1,304,125	1,900,000	990,000	1,620,000
Public Landings	129,000	30,000	30,000	30,000	180,000	30,000
Public Schools	8,551,000	12,485,000	12,084,000	5,653,000	8,152,000	7,886,000
Total	\$32,480,053	\$50,934,896	\$40,701,580	\$25,853,730	\$28,553,955	\$26,001,380

Capital Project Summary - By Source of Funds

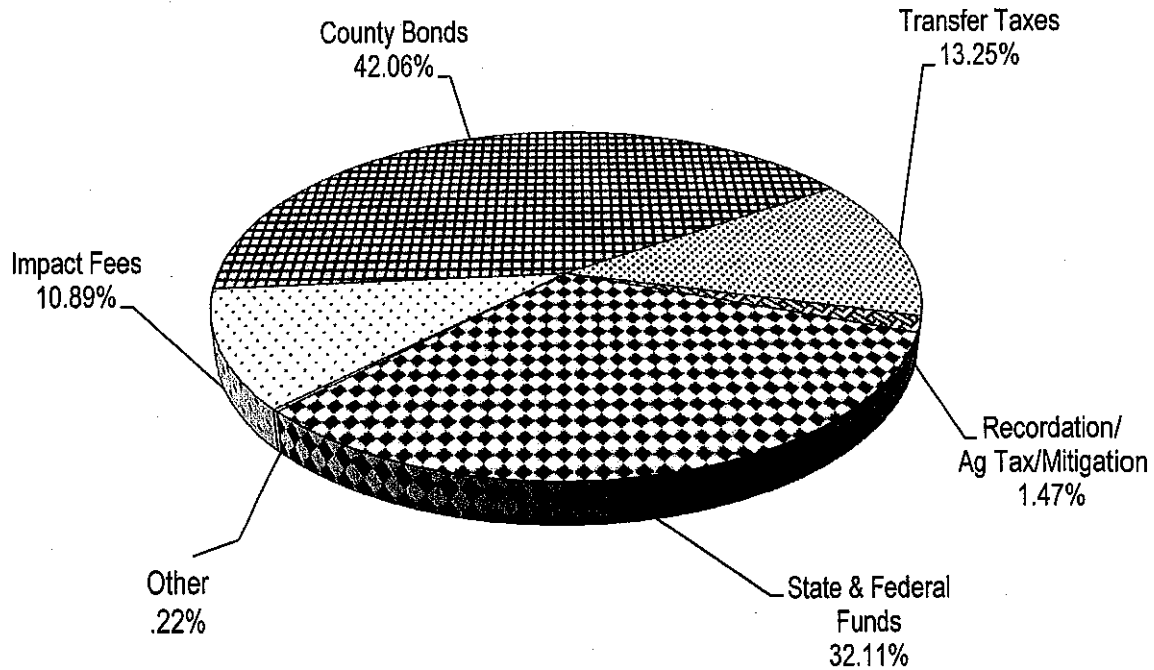
State/Federal	6,891,130	22,727,833	11,810,149	3,376,688	9,657,341	7,678,641
Impact Fees - Schools	3,400,000	4,367,000	3,395,500	2,305,000	2,757,500	2,531,250
Impact Fees -Roads	475,000	0	450,000	337,500	337,500	0
Impact Fees - Parks	540,000	402,680	419,820	506,250	125,000	800,000
Transfer Taxes	3,900,000	3,900,000	3,900,000	5,000,000	5,000,000	5,000,000
Ag/Recordation	400,000	400,000	400,000	400,000	400,000	400,000
Ag/Transfer	50,000	50,000	50,000	50,000	50,000	50,000
Mitigation	41,051	55,000	55,000	55,000	55,000	55,000
Pay-Go	10,955,391	0	0	0	0	0
Bonds	5,752,481	18,957,383	20,146,111	13,748,292	10,096,614	9,411,489
Grants/donations/other	75,000	75,000	75,000	75,000	75,000	75,000
Total	\$32,480,053	\$50,934,896	\$40,701,580	\$25,853,730	\$28,553,955	\$26,001,380

Included in the funding identified above are the normal annual collections of capital project funding sources as well as accumulated unapplied resources, which may result from collections that exceed estimates or expenditures that are less than budgeted.

To the extent that such variances occur, these excess funds are retained within the capital projects fund and applied to subsequent years' capital projects, based on the approved budget.

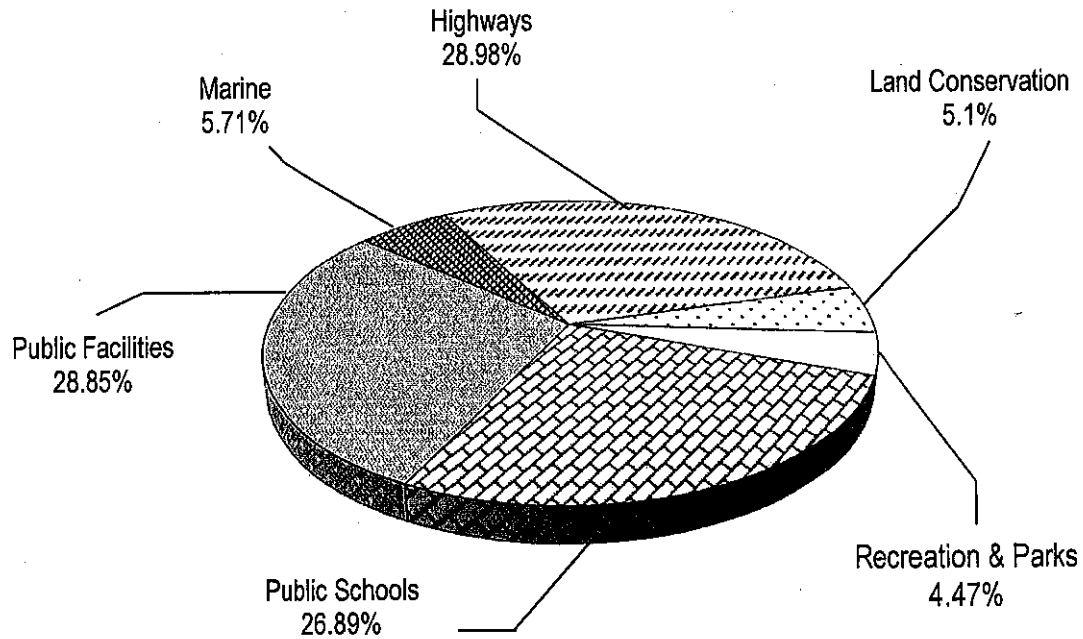
For example, anticipated collections of School Impact Fees in FY2013 are expected to be \$1.68M. Any collections that exceed the amount budgeted are retained and will be used in subsequent years (i.e. FY2015, FY2016, FY2017, and FY2018) when there are qualifying expenditures.

FISCAL YEAR 2014 – FISCAL YEAR 2018 CAPITAL PLAN - FUNDING SOURCES



State & Federal Funding	\$55,250,652
Local Funds:	
County Bonds	72,359,889
Transfer Taxes	22,800,000
Impact Fees	18,735,000
Recordation Fees/Agricultural Tax/Mitigation	2,525,000
Pay-Go	0
Other (Grants / Donations)	<u>375,000</u>
Total	<u>\$172,045,541</u>

FISCAL YEAR 2014 - FISCAL YEAR 2018 CAPITAL PLAN - PROJECTS



Highways	\$49,863,894
Public Facilities (includes Solid Waste)	49,640,526
Public Schools	46,260,000
Marine	9,819,316
Land Conservation	8,775,000
Recreation & Parks (includes Public Land)	<u>7,686,805</u>
Total	<u>\$172,045,541</u>

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CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Base Realignment and Closure (BRAC) Infrastructure	PF-1301	Public Facilities

DESCRIPTION:

This project is intended to provide the BOCC the flexibility to identify and initiate public infrastructure projects, and to analyze public infrastructure issues and needs, that will help the community prepare for and adjust to the impacts of the proposed BRAC 2015 as soon as community needs are clearly identified. Analysis could include such items as review and assessment of existing infrastructure, identification of needed new infrastructure, as well as identification of diversification opportunities and analysis of threats to existing or potential Navy operations (such as encroachment or the need for specialized community-based facilities) that could be addressed through capital investment by the County.

Public infrastructure could include such items as acquisition of land, construction or renovation of roads and other transportation infrastructure, water and sewer infrastructure, other public facilities, land preservation that reduces the threat of encroachment, or site preparation and readiness for publicly-owned commercial, technology or industrial property. Possible uses would include both new capital projects and the acceleration of existing items in the CIP. Specific uses of these funds will require pre-approval by the BOCC.

PLANNING JUSTIFICATION:

If Federal actions will remove DOD programs, and thereby reduce economic activity and employment, funds may be used for public improvements that will aid in the growth or attraction of alternate sources of employment and tax base. If the federal actions increase DOD programs, funds may be used to provide the public infrastructure necessary to accommodate growth and mitigate its impacts. Capital projects to improve services and eliminate infrastructure deficiencies can reduce the threat of BRAC-related job loss.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

3.2.3 Maintain and improve levels of efficiency and service of community facilities to meet population needs. 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas.

P. 10-1

LOCATION:

Countywide

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program					Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018		
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0	0
RENOVATION	0	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0	0
OTHER	7,500,000	0	7,500,000	0	0	0	0	0	0	0
TOTAL COSTS	7,500,000	0	7,500,000	0	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program					Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018		
COUNTY FUNDS:										
COUNTY BONDS	0	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	7,500,000	0	7,500,000	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	7,500,000	0	7,500,000	0	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Base Realignment and Closure (BRAC) Infrastructure	PF-1301	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

The Secretary of Defense has proposed a new round of Base Realignment and Closure for 2015. Designation of a BRAC will be found only after Congressional action. This round may affect the activities at NAS Patuxent River and Webster Field, either positively (more programs and jobs) or negatively (the relocation or termination of programs or jobs). As was the case with prior BRACs, it is likely that such actions will result in the need for public infrastructure. In addition, infrastructure projects prior to BRAC decisions, such as the purchase of the Lexington Manor property, helped reduce the likelihood of BRAC-related job loss in past BRACs. While State funding played a major role in the past, such funding is unlikely to be available in coming years.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

New project.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (Information Technology)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

None expected but TBD depending on specific activities.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Leonardtwn Library Renovation	PF-1202	Public Facilities

DESCRIPTION:

The current facility is approximately 19,500 square feet, including 3,200 on the second floor. The existing library will be partially upgraded to include elevator access to the second floor, a fire rated emergency stairwell, upgraded restroom facilities, interior programmatic space renovations (approximately 5-8,000 s.f.), electrical and fire alarm upgrades, interior aesthetic enhancements and exterior facade cosmetic improvements. Renovations may include: Create loading and unloading area by parking lot book drop. If allowed by MHT, remove handicap railing and create larger doorway. Improve entrance security. Add more electric outlets for technology and wireless customers. Utilize Friends of the Library space to address programmatic needs (relocate FOL). Replace all exterior doors. Replace leaking windows in main library. Re-establish prior windows for natural light. Renovate lobby area and offices into more usable spaces. Renovate 2nd floor for staff offices or for customer's study rooms. Consolidate to one Customer Service Desk. Expand children's area. Relocate Teen Area away from Children's area. Add an IT closet. Create more working space at each public PC. Create two "quiet study" rooms. Add an instruction lab/classroom with PCs on 2nd floor. Rearrange shelving so collection can be shelved more logically. More shelving might be required. Provide glass doors for the Leonardtown Living Room. Accommodate a vending area with tables and electric outlets for wireless customers. Replace carpet.

MHT Conceptual Review: Requested January 19, 2012

Design Completion / MHT Final Review Completion Date: September 2013

Construction Start Date: April 2014

Construction Completion Date: December 2014

PLANNING JUSTIFICATION:

A Library System Assessment was finalized in 2007. The three existing libraries have a combined square footage of approximately 51,855. The total 2006 service area population for the three libraries is estimated at 97,000. The study period is ten years, but a twenty year needs projection was accomplished. The Study identified the need for approximately 5,000 square feet of space to meet existing programmatic needs.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C Meet the existing and future demands for public education and information.

P. 10-3

LOCATION:

3rd Election District

Leonardtwn, MD

Governmental Center Campus

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program				Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT / ENGINEERING	196,500	196,500	0	0	0	0	0	0	0
DEMO / RENOVATION WORK	1,410,000	443,000	967,000	0	0	0	0	0	0
ELEVATOR / RESTROOMS	400,000	0	400,000	0	0	0	0	0	0
CODE UPGRADES (fire, sprinkler, electric)	200,000	0	200,000	0	0	0	0	0	0
INSPECTION / MATERIALS TESTING	85,000	0	85,000	0	0	0	0	0	0
CONTINGENCY & PERF BONDS	205,000	0	205,000	0	0	0	0	0	0
TOTAL COSTS	2,496,500	639,500	1,857,000	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program				Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	2,079,950	535,000	1,544,950	0	0	0	0	0	0
LOCAL TRANSFER TAX	416,550	104,500	312,050	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	2,496,500	639,500	1,857,000	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Leonardtown Library Renovation	PF-1202	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

Monies shown in FY 2012 reflect local funding from the prior PF-0903 project, which was for a new 39,000 s.f. Leonardtown Library. All prior grant funding authority has been returned in FY2012. On July 6, 2011 the BOCC approved the acquisition of the existing Armory (currently occupied by the Leonardtown Library) as a State surplus facility. On July 28, 2011 a letter of concurrence was forwarded to the State and, as of January 2012, the County has received the deed and easement documentation from the State in order to complete the acquisition. Any interior or exterior modifications to the existing structure will require Maryland Historical Trust concurrence. The scope of the project also intends to address the existing condition deficiencies as identified in the System Analysis dated March 20, 2007.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

On 11-21-2011, the BOCC voted to request a reduced renovation project be developed for consideration in lieu of pursuing the design / construction of a new facility which would require over \$13M in local County funding. Scope is based on a meeting with MHT and MSDE on January 19, 2012.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

IMPACT ON ANNUAL OPERATING BUDGET	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Tri-County Animal Shelter	PF-1302	Public Facilities

DESCRIPTION:

The facility serves Charles, Calvert and St. Mary's Counties and is the only municipally operated open admission facility in the tri-county area. It serves a population base of over 340,000 people and receives / processes over 12,000 animals per year. The average daily population of animals is approximately 154. FY 2013 capital monies are for the St. Mary's County share of the estimated \$329,000 of repairs and maintenance needed at the facility which includes: boiler replacement (\$80K), partial hydronic heating system and concrete floor replacement (\$74K), door replacement (\$40K), and HVAC unit replacement in the treatment room (\$7K).

PLANNING JUSTIFICATION:

Memorandum of Understanding.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

3.2.3 Maintain and improve levels of efficiency and service of community facilities to meet population needs.

LOCATION:

Tri-County Animal Shelter

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
REPAIRS & MAINTENANCE	123,375	0	123,375	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	123,375	0	123,375	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	123,375	0	123,375	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	123,375	0	123,375	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Tri-County Animal Shelter	PF-1302	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

The facility is jointly owned by Charles County (37.5%), St. Marys County (37.5%) and Calvert County (25%). Project cost estimates also includes approximately 9% for contingencies.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

New project.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	2,175	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (Information Technology)	0	0	0	0	0	0
TOTAL COSTS	2,175	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Airport Wetlands Mitigation	PF-1303	Public Facilities

DESCRIPTION:

This project provides for the final permitting and construction of the wetland mitigation associated with the completion of the Environmental Assessment. The work is anticipated to be performed on three separate projects sites. The Army Corps of Engineers has also requested that the existing wetland areas be re-validated prior to construction.

This project is anticipated to be included in the next FAA grant cycle which should be formally under grant in calendar year 2012.

Land acquisition is being performed under a separate project, but will be reconciled as a retro-actively grant eligible cost under this project.

The first project site will create/restore approximately 1.49 acres of PEM wetlands at the St. Mary's County Metropolitan Commission (METCOM) St. Clements Shores Wastewater Facility.

The second project site will provide 2.3 acres of PFO and 0.45 acres of PEM wetland creation/restoration at a County-owned easement on the Taylor Farm in Bushwood, MD.

The third project site is Chaptico Regional Park, which will provide approximately 2.3 acres of mitigation through the preservation of approximately 46 acres of forested watershed at the park (20:1 replacement ratio).

Design Approval Date: Currently at 90-95% (Design/build project)

Solicitation Release: October 2012 (received formal grant approval from the Federal and Maryland Aviation Administrations 8/2012)

Contract Award Date: December 2012 (FAA concurrence)

Construction Completion Date: August 2013 (Work around Oct-Nov 2012 and Mar-Apr 2013 due to planting season)

PLANNING JUSTIFICATION:

Airport development projects are developed in accordance with the approved Master Plan and Airport Layout Plan (ALP) approved by the Board of County Commissioners and Federal Aviation Administration. In addition, the draft Comprehensive Plan update encourages regional economic activities that support general aviation at the airport such as tourism, socioeconomic trends, industrial developments and the Patuxent River Naval Air Station.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.4.4.A.I Continue to support the expansion of the airport. P. 11-7

LOCATION: 6th Election District St. Mary's County Regional Airport, Airport Road, Hollywood, MD.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Balance to Complete
ARCHITECT/ENGINEERING	18,000	0	18,000	0	0	0	0	0	0
WETLAND RE-DELINEATION	41,500	0	41,500	0	0	0	0	0	0
DBE PLAN UPDATE	9,000	0	9,000	0	0	0	0	0	0
WETLANDS MITIGATION	304,000	0	304,000	0	0	0	0	0	0
MONITORING	47,500	0	47,500	0	0	0	0	0	0
CONSTRUCTION INSPECTION	37,000	0	37,000	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
TOTAL COSTS	457,000	0	457,000	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Balance to Complete
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	22,850	0	22,850	0	0	0	0	0	0
STATE FUNDS	22,850	0	22,850	0	0	0	0	0	0
FEDERAL FUNDS	411,300	0	411,300	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	457,000	0	457,000	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Airport Wetlands Mitigation	PF-1303	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

Project reflects funding at a 90% Federal, 5% State and 5% County levels. It is expected that federal Entitlement Funds will be utilized for this project. Environmental Assessment was completed and the County is currently in the process of completing the remaining land acquisition prior to rebidding the design/build project. Project was previously bid (07-DPWT-38745) and the FAA canceled the grant prior to the award. The proposed extension of the runway, road and taxiway relocation will require the impact of 2.20 acres of Palustrine Forested Wetlands (PFO) and 1.94 acres of Palustrine Emergent Wetlands (PEM). The current mitigation plans outline a total of 6.54 acres of mitigation compensation to include the creation/restoration/replacement of 4.60 acres of PFO and 1.94 acres of PEM across three separate locations within the Lower Potomac Hydrologic Unit Code (HUC) 02070011. As the planting season occurs in October-November 2012, and March-April 2013, we will have to work around those months. The current plans have not received final approval by either MDE or the ACoE Baltimore District, as of June 2012. Work under this contract will complete the plans, obtain the requisite approvals, and perform the construction and monitoring.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Project timing. Prior approved grant project (PF-0704) expired and the Federal Aviation Administration requested resubmittal of a new grant to cover the balance of the project. The share for grants associated with the capital funding of general aviation airport projects will revert back to the original 90% Federal, 5% State and 5% County levels.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

None.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Adult Detention Center HVAC Upgrades	PF-1304	Public Facilities

DESCRIPTION:

Upgrade the HVAC system in the existing Adult Detention Center facility to incorporate air-conditioning for improved air quality, staff working environment and inmate living conditions. Project will include the design of upgraded HVAC system(s), electrical support, replacement of all Direct Expansion (Dx) units with a four pipe system, new duct work (salvaging and re-using as much existing as is practical), installation of new controls that match the existing Johnson Metasys DDC system, preparation of technical specifications, construction administration and commissioning.

Design Approval Date: December 2013
 Construction Start Date: May 2014
 Construction Completion Date: October 2014

PLANNING JUSTIFICATION:

Recommendations of the Master Plan form the basis for ongoing Maryland Department of Public Safety and Correctional Services, Local Jail Capital Improvement Requests. The Master Plan study for the Adult Detention Center provided an assessment of the existing conditions, space and technology needs, phased alterations, timing and costs for approval by the Board of County Commissioners.

COMPREHENSIVE PLAN COMPLIANCE SECTION: 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas.

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LOCATION:

3rd Election District - Governmental Center
 Leonardtown, MD

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program				Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	580,000	0	580,000	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION - HVAC Upgrades	2,037,100	0	0	2,037,100	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
TEST, ADJUST, BALANCE (TAB)	188,040	0	0	188,040	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT - Metasys system	156,700	0	0	156,700	0	0	0	0	0
OTHER - Contingency (10%)	318,660	0	0	318,660	0	0	0	0	0
TOTAL COSTS	3,280,500	0	580,000	2,700,500	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program				Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	2,700,500	0	0	2,700,500	0	0	0	0	0
LOCAL TRANSFER TAX	580,000	0	580,000	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	3,280,500	0	580,000	2,700,500	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Adult Detention Center HVAC Upgrades	PF-1304	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

The estimate of probable costs is based on an A/E proposal dated June 29, 2010. The design of the HVAC upgrades should be performed concurrently with this project. The construction should be performed between Phases 2 and 3 of the detention center expansion projects (FY 2014-2016). In Phase 2 of the ADC expansion (PF 1006), approximately 23,000 s.f. of the existing 67,610 s.f. facility will be upgraded / renovated, under grant, and should be coordinated for continuity, which may reduce the overall cost of construction.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The project is intentionally designed to begin within the existing facility prior to completion of the Phase 2 ADC project and to be completed immediately after the ADC Phase 2 project - prior to the onset of the summer months (August 2014). Note that the ADC Phases 1 & 2 projects will be providing both new and extensive renovation work (under grant) that includes HVAC work that would otherwise have to be 100% County funded as maintenance of effort.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES - Electric	0	25,000	75,000	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	25,000	75,000	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Additional energy consumption would be realized and would need to be reflected in the utility expense (electric) line item in the Building Services operating budget. Though project completion is estimated to be FY2015, operating impacts will be realized in FY2014, due to the construction start date of February 2014 and the ability to "turn on" certain zones sooner than full completion.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Parking and Site Improvements	PF-1305	Public Facilities

DESCRIPTION:

Parking area improvements, security lighting, safety, drainage and perimeter regrading improvements, facility and directional signage (Governmental Center), concrete wheel stop replacement, curb, gutter and sidewalk repairs, landscaping / synthetic mulch and other exterior features at various County locations. Project may also include minor convenience center improvements, LED lighting retrofits, pothole / base repairs, crack sealing, painting and restriping, parking lot expansions / repaving, and additional STS bus stop shelters.

FY 2013 Restriping of Courthouse, Board of Elections and Health Department employee parking lots. Create crosswalk and pedestrian connection from EOC to the employee parking across Leonard Hall Drive. Est. cost: \$35,000.

FY 2014 Parking lot paving and restriping of the Public Works, Recreation and Parks, County Highways, Vehicle Maintenance & Inspections Maintenance Compounds - Est. cost: \$180,000.

FY 2016 Office on Aging, Charlotte Hall Library, Chancellors Run Activity Center, Public Safety building perimeter grading and lots, sidewalk repairs at Lexington Park Library and EOC. Est. cost: \$100,000.

FY 2018 Parking lot expansion (25-50 spaces) for the Office of the Sheriff adjacent to the Patuxent Building - Est. cost: \$125,000.

PLANNING JUSTIFICATION:

A comprehensive listing of parking lots and their respective condition was developed in 2005 and included in the Facilities Directory for scheduled paving by priority. There is approximately 1,231,000 square feet of parking lots and 143,100 sf of campus / facility sidewalks. Maintenance paving helps to avoid full reconstruction. Most of the parking lots are curb and gutter and the cost includes the current unit pricing for paving and the necessary expense of milling. Only those lots rated in "Poor" condition are programmed as being funded as a part of this project.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas.

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LOCATION:

Various locations throughout the County.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program				Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
DESIGN/PLANNING	0	0	0	0	0	0	0	0	0
CONSTRUCTION	440,000	0	35,000	180,000	0	100,000	0	125,000	0
INSPECTION	0	0	0	0	0	0	0	0	0
LIGHTING	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER-Facility Signage	0	0	0	0	0	0	0	0	0
TOTAL COSTS	440,000	0	35,000	180,000	0	100,000	0	125,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program				Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	405,000	0	0	180,000	0	100,000	0	125,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	35,000	0	35,000	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	440,000	0	35,000	180,000	0	100,000	0	125,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Parking and Site Improvements	PF-1305	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

In CY2010, the unit price for small parking lot paving (base and surface) is \$85 per ton, not including milling. A permanent joint use MSP /Sheriff secured impound lot (fenced, gated and lighted) behind the Leonardtown Barracks is being evaluated for possible future construction. DPW&T completed a pilot porous pavement retrofit sidewalk project in the Spring of 2012 and is evaluating the short / long term benefits of providing concrete parking areas in lieu of asphalt. The Department is also evaluating the use of newer technologies such as the use of a 2" concrete whitetopping (a longer lasting concrete overlay that covers damaged asphalt).

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added FY 2013 and 2018 projects.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
IMPACT ON ANNUAL OPERATING BUDGET						
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Any additional lighting proposed will require an operating budget adjustment. Use of solar powered and photo cell technology will be utilized, but still requires partial Operations & Maintenance costs for general maintenance and repair.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

It is estimated that for every \$1 spent on preventive maintenance (system preservation), that between \$4 and \$10 is saved on future rehabilitation and reconstruction costs.

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Airport Master Plan	PF-1306	Public Facilities

DESCRIPTION:

This project provides for numerous Master Plan improvements at the St. Mary's County Regional Airport. Improvements are directly correlated with the completion of the Environmental Assessment (2007) and Wetland Mitigations projects (2013). The projects listed are now eligible for 90% Federal, 5% State, and 5% County funding. Wetland Mitigation must be completed prior to subsequent federal funding of additional project phases.

As these projects are approved by the FAA during the formal federal grant budget cycle, separate projects will be established locally for reimbursement / tracking purposes.

FY 2013 - Design of Airport Road Relocation @ \$172,000; design of the relocated taxiway @ \$285,000; and design of Lawrence Hayden Road relocation @ \$147,000.

FY 2014 - Construction of Airport Road Relocation @ \$1,631,000 and construction of the relocated taxiway @ \$2,714,000.

FY 2015 - Construct relocated Lawrence Hayden Road - \$1,391,000; Surveys / easement plats for approach surfaces (Parcels 33-38, 44-53) - \$117,000.

FY 2016 - Taxiway extension design - \$496,000; Land / easement acquisition for approaches on Parcels 33-38 and 44-53 - \$122,000.

FY 2017 - R/W & Taxiway extension construction - \$4,717,000; Airport Road Extension design - \$332,000; Design water, sewer and utility extensions - \$103,000.

FY 2018 - Construct Airport Road Extension - \$2,977,000, Extend On-site Utilities - \$976,000, Construct replacement aprons - \$733,000.

PLANNING JUSTIFICATION:

Airport development projects are developed in accordance with the approved Master Plan and Airport Layout Plan (ALP) approved by the Board of County Commissioners and Federal Aviation Administration. In addition, the draft Comprehensive Plan update encourages regional economic activities that support general aviation at the airport such as tourism, socioeconomic trends, industrial developments and the Patuxent River Naval Air Station.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.4.4.A.I Continue to support the expansion of the airport. P. 11-7

LOCATION: 6th Election District St. Mary's County Regional Airport, Airport Road, Hollywood, MD.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	1,432,000	0	604,000	0	0	496,000	332,000	0	0
CONSTRUCTION - AIRFIELD	11,799,000	0	0	2,714,000	1,391,000	0	4,717,000	2,977,000	0
LAND ACQUISITION	122,000	0	0	0	0	122,000	0	0	0
CONSTRUCTION - ROADS	1,631,000	0	0	1,631,000	0	0	0	0	0
APRON EXPAN. / REPLACEMENT	733,000	0	0	0	0	0	0	733,000	0
SURVEY / PLATS	117,000	0	0	0	117,000	0	0	0	0
UTILITY EXTENSIONS	1,079,000	0	0	0	0	0	103,000	976,000	0
TOTAL COSTS	16,913,000	0	604,000	4,345,000	1,508,000	618,000	5,152,000	4,686,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	815,450	0	0	217,250	75,400	30,900	257,600	234,300	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	30,200	0	30,200	0	0	0	0	0	0
STATE FUNDS	845,650	0	30,200	217,250	75,400	30,900	257,600	234,300	0
FEDERAL FUNDS	15,221,700	0	543,600	3,910,500	1,357,200	556,200	4,636,800	4,217,400	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	16,913,000	0	604,000	4,345,000	1,508,000	618,000	5,152,000	4,686,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Airport Master Plan	PF-1306	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

Prior projects were funded at 95% Federal, 2.5% State and 2.5% County levels. Environmental Assessment was completed and the County is currently in the process of completing the wetlands mitigation project on St. Clements Shores (Metcom), Chaptico Park (County), and the Taylor Farm (private) properties. A change order for the completion of the wetlands may be funded thru FAA entitlement funding in 2012. The updated five (5) year Federal capital ACIP funding program is not a commitment of Federal funds at this time. Updated ACIP cost estimates were received from the FAA on December 19, 2011. For the construction of runway and taxiway extensions, FAA funding may be limited over the next several years.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Project timing. Prior approval and prior projects shown in FY 2013 - FY 2017 were realigned to help reconcile with the upcoming FAA grant cycle. On 5-11-2012, the Department was advised that the share for grants associated with the capital funding of general aviation airport projects will revert back to the original 90% Federal, 5% State and 5% County levels.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

None.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Building Maintenance and Repair Projects-Critical	PF-1307	Public Facilities

DESCRIPTION:

This program provides funds for construction, equipment replacement, repair projects, upgrades and critical maintenance and major repair items. Typical project scope requires funding in an amount less than \$100,000. Project requires minimal use of architect / engineering design services.

FY 2013: Board of Elections HVAC and air handler replacement (4 units)- \$96,000. Old Hollywood School boiler and pump replacement- \$120,000. Unanticipated repairs - \$20,000.

FY 2014: Northern Senior Center HVAC Replacement (2 units): switch gas fired package unit to split air handler and heat pump system to remove majority of high cost propane use except for kitchen area - \$240,000. Facility was completed in April 2005. Replace existing ADC boiler burner heads - \$25,000.

FY 2015: Drill Hall rubberized roof replacement Phase I - \$100,000. Add an elevator to the Board of Elections Building to address ADA concerns - \$105,000. Chancellors Run Activity Center A-frame roof repairs - \$50,000. Unanticipated Repairs - \$10,000.

FY 2016: Drill Hall rubberized roof replacement Phase II - \$100,000. Replace downspouts and guttering Airport blue hangar - \$60,000. St. Clements Island Museum Workshop Roof Replacement - \$26,000. Unanticipated Repairs - \$20,000.

FY 2017: Leonard Hall Drill Hall (Rec Center) vertical siding - \$155,000. Unanticipated Repairs - \$20,000. ADC flat roof replacement Phase I - \$150,000

FY 2018: St. Clements Island Museum HVAC upgrade - \$65,000. Walden Sierra outpatient and main building roof replacement - \$100,000. ADC flat roof replacement Phase II - \$150,000

PLANNING JUSTIFICATION:

Based on need and the criteria outlined in the Division's Comprehensive Facilities Maintenance Plan.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas.

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LOCATION:

Various locations.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program					Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018		
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0	0
HVAC - CONSTR	546,000	0	216,000	265,000	0	0	0	65,000	0	0
ROOF / GUTTER - CONSTR	736,000	0	0	0	150,000	186,000	150,000	250,000	0	0
SIDING / EXTERIOR - CONSTR	155,000	0	0	0	0	0	155,000	0	0	0
EQUIPMENT - CONSTR	105,000	0	0	0	105,000	0	0	0	0	0
OTHER (Unanticipated)	70,000	0	20,000	0	10,000	20,000	20,000	0	0	0
TOTAL COSTS	1,612,000	0	236,000	265,000	265,000	206,000	325,000	315,000	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program					Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018		
COUNTY FUNDS:										
COUNTY BONDS	0	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	1,376,000	0	0	265,000	265,000	206,000	325,000	315,000	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	236,000	0	236,000	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0	0
OTHER SOURCES-LGIT	0	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,612,000	0	236,000	265,000	265,000	206,000	325,000	315,000	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Building Maintenance and Repair Projects-Critical	PF-1307	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

Projects are prioritized and managed by the DPW&T Building Services Division.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Re-prioritization and increases to 2016-2017 projects. FY 2018 projects added. Separation of project listing by trades to assist in the procurement, solicitation, scheduling processes.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES-911 Alarm Monitoring	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Building Maintenance and Repair Projects-Programmatic	PF-1308	Public Facilities

DESCRIPTION:

This program provides funds for minor programmatic construction and repair projects to include; carpet / tile replacement, interior painting, upgrades to partitions, exterior doors, entrance canopies, re-decking, energy conservation measures and general maintenance items. Typical project scope requires funding in an amount between \$50,000 to \$75,000. Anticipated projects typically require no architect / engineering services. Energy conservation projects intended to help achieve a 15% reduction goal by 2015.

FY 2013: Sheriff's Office replace floor tile - \$15,000. ADC Phase II window glass replacement (36) - \$75,000. Board of Elections carpet and floor tile replacement - \$47,000. Energy conservation: exit and emergency interior lighting upgrade to LED (\$70-\$80 each) - \$13,000.

FY 2014: Low maintenance trim on old section of Courthouse - \$ 55,000. ADC stainless steel shower enclosures and air vent replacement - \$75,000. Exterior facility painting - \$100,000. Energy conservation: Exterior building and parking lot LED lighting and fixture upgrades Phase I (\$500 ea) - \$30,000.

FY 2015: Treasurer's Office replace Carpet tile -\$25,000. Transportation Division replace carpet and floor tile - \$70,000. Replace existing carpet tile in Public Safety 911 office - \$40,000. Energy conservation: Exterior building and parking lot LED lighting and fixture upgrades Phase II (@ \$500 each) - \$50,000. Health Department entrance canopy - \$20,000. Interior painting and repairs within various facilities - \$15,000.

FY 2016: Implementation of Building Safety Inspection Program (BSIP) risk management, LGIT / SISCO non-code and non-critical compliance recommendations and repairs - \$31,000. Interior painting, unanticipated maintenance and repairs - \$25,000. Energy conservation: full replacement of old metal frame and single pane windows at Old Hollywood School - \$160,000. Energy conservation: auto, hands-free, low-flow sink faucet installation at the Patuxent / Potomac buildings & Charlotte Hall Library - \$24,000.

FY 2017: Centralized HVAC monitoring / control of remaining County-maintained facilities with auto alert notification - \$170,000. Unanticipated - \$25,000.

FY 2018: AC unit replacements at Old Carver Elementary School - \$100,000. Boiler head replacement at Old Carver Elementary School - \$25,000. Carpet replacement at Lexington Park Library Phase I - \$50,000. Chiller tower at the old 911 underground center - \$25,000.

PLANNING JUSTIFICATION:

Based on need and the criteria outlined in the Division's Comprehensive Facilities Maintenance Plan and space needs planning.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas.

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LOCATION:

Various locations.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program					Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018		
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0	0
CARPET / TILE REPLACE	397,000	0	137,000	75,000	135,000	0	0	50,000	0	0
PAINTING / CARPENTRY	215,000	0	0	155,000	35,000	25,000	0	0	0	0
SAFETY / SECURITY	201,000	0	0	0	0	31,000	170,000	0	0	0
ENERGY CONSERV & MGMT	427,000	0	13,000	30,000	50,000	184,000	0	150,000	0	0
OTHER (Mobility, Unanticipated repairs)	25,000	0	0	0	0	0	25,000	0	0	0
TOTAL COSTS	1,265,000	0	150,000	260,000	220,000	240,000	195,000	200,000	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program					Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018		
COUNTY FUNDS:										
COUNTY BONDS	0	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	1,115,000	0	0	260,000	220,000	240,000	195,000	200,000	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	150,000	0	150,000	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,265,000	0	150,000	260,000	220,000	240,000	195,000	200,000	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Building Maintenance and Repair Projects-Programmatic	PF-1308	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

Projects are prioritized and managed by the DPW&T Building Services Division. Long-term operating costs can manifest themselves in facilities in a variety of ways. The most visible is simple deferred maintenance, where systems, equipment and materials are not taken care of and they age or fail prematurely. This project attempts to address this need through a variety of capital projects. LED retrofit related project costs may be eligible for between 40-50% funding from SMECO's energy incentive program and Solar Bus Shelter Replacement specifications have been approved by the MTA (at \$5K each).

Following the elevator installation at the Board of Elections Building in 2015, the voting machines at old Carver school could be re-consolidated back to Leonardtown onto the second floor. Archives could relocate to old Carver. Since the old Hollywood Elementary school is centrally located and still has an estimated building value of \$2.7M, the Department of Recreation and Parks could consolidate storage / expand programmatic offerings at this location. In anticipation of re-using the Old Hollywood School, full window replacement has been programmed for FY 2016.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

FY 2018 projects added. Separation of project listing by trades to assist in the procurement, solicitation, scheduling processes.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Energy conservation initiatives will continue to be implemented as funding is available to primarily help reduce energy consumption. Operating impact savings may be realized if the rate at which consumption is reduced is greater than the unit price increases charged by utility suppliers.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Farmers Markets Improvements	PF-1309	Public Facilities

DESCRIPTION:

Additional funds of approximately \$75,000 per year may become available from the cigarette restitution funds over the next several fiscal years. This new project will allow for funding allocations to any one of the Farmer's Markets within St. Mary's County, to fund Improvements.

PLANNING JUSTIFICATION:

Provide improvements to Farmers Markets as a marketing outlet for the farmers in St. Mary's County; thereby, assisting to preserve the rural character of the County.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION

9.1.3.B.iii Provide increased marketing opportunities for locally grown products P. 9-8

LOCATION:

Charlotte Hall Library and Mattapan sites

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ENGINEERING/SURVEY	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION/SITEWORK	450,000	0	75,000	75,000	75,000	75,000	75,000	75,000	0
SHA REQUIREMENTS	0	0	0	0	0	0	0	0	0
STATE PERMIT FEE	0	0	0	0	0	0	0	0	0
PUBLIC HEARING ADVERTISING	0	0	0	0	0	0	0	0	0
CRITICAL AREA PLANTING	0	0	0	0	0	0	0	0	0
COUNTY INTEREST	0	0	0	0	0	0	0	0	0
TOTAL COSTS	450,000	0	75,000	75,000	75,000	75,000	75,000	75,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES Tri-County Council	450,000	0	75,000	75,000	75,000	75,000	75,000	75,000	0
TOTAL FUNDS	450,000	0	75,000	75,000	75,000	75,000	75,000	75,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Farmers Markets Improvements	PF-1309	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

This project activity will be limited to the actual revenues realized, if any. Project execution would also be subject to an MOU executed by the BOCC and applicable entity.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

New Project showing a revenue source.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

None per lease agreements.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
ADC Minimum Security Facility Addition - Phase 1	PF-0901	Public Facilities

DESCRIPTION:

Design and construct Phase 1 of a new two-story 82,000-83,000 gross square foot (55,834 NASF) minimum security facility as a supplemental structure to the existing Adult Detention Center, based on the draft Master Plan Study recommendations which advised on the conditions, needs, alterations, timing and costs for consideration by the Board of County Commissioners. Facility includes five day rooms, 230 additional beds, new central control / inmate processing and visitation areas, new laundry and central food service areas, administrative areas, and expanded parking facilities (work release-89 spaces, visitor-30 spaces, staff- 28 spaces). Food Service and Laundry equipment costs are estimated at \$600,000. Total projected beds are based upon a forecast model that takes into account future admissions and anticipated population growth. The 95% design was approved by the State Public Safety & Corrections Department on January 24, 2012. Project will be phased based on timing and availability of State funding.

Design Approval Date: January 24, 2012 (95%)
 Solicitation Release: August 2012
 Contract Award Date: November 2012 (balance of State funding expected by FY 2014)
 Construction Completion Date: March 2014
 Leonardtown WWTP Capacity Avail: April - June 2014

PLANNING JUSTIFICATION:

The Jail Master Plan was approved by the State on July 2, 2008 and the plan will satisfy space needs through 2025. Recommendations of the Master Plan form the basis for ongoing Maryland Department of Public Safety and Correctional Services, Local Jail Capital Improvement Requests. The Master Plan study for the Adult Detention Center provided an assessment of the existing conditions, space and technology needs, phased alterations, timing and costs for approval by the Board of County Commissioners.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas.
 P. 10-1

LOCATION:

3rd Election District
 Leonardtown, MD

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	1,529,500	1,529,500	0	0	0	0	0	0	0
CONSTRUCTION	15,684,000	9,937,000	0	5,747,000	0	0	0	0	0
ALTERNATE: 5th HOUSING UNIT	1,404,000	0	0	1,404,000	0	0	0	0	0
SITEWORK	820,000	410,000	0	410,000	0	0	0	0	0
INSPECTION / MATERIAL TESTING	423,000	211,500	0	211,500	0	0	0	0	0
EQUIPMENT (includes IT)	900,000	0	0	900,000	0	0	0	0	0
GREEN BUILDING PREMIUM	1,122,750	561,375	0	561,375	0	0	0	0	0
UTILITIES	819,000	409,500	0	409,500	0	0	0	0	0
Town EDU Impact Fees	1,542,211	1,542,211	0	0	0	0	0	0	0
TOTAL COSTS	24,244,461	14,601,086	0	9,643,375	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	13,417,211	8,314,836	0	5,102,375	0	0	0	0	0
LOCAL TRANSFER TAX	75,000	75,000	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	10,752,250	6,211,250	0	4,541,000	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	24,244,461	14,601,086	0	9,643,375	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
ADC Minimum Security Facility Addition - Phase 1	PF-0901	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

The Maryland Department of Public Safety and Correctional Services, Local Jail Capital Improvement Request, requires a locally approved master plan or study for grants and matching funds. The master plan was previously funded under project PF-0503 and required State approval. Parking areas via the Town of Leonardtown (joint use with CSOB) and the existing demised area cited in the CSOB lease dated June 1, 1998 need to be addressed. The Leonardtown wastewater treatment plant expansion is proposed to be completed by the Town in June 2014 which will address any sewer capacity needs for the project. On May 17, 2011 the Town verified that 90 EDU's are allocated to the existing facility. On October 17, 2011 the Town Planning Commission approved the Concept Plan for the project. Design is completed. Construction Duration: 15 months.

A detailed project description was presented to the Board of County Commissioners and a Public Hearing was held on November 13, 2008. Cost includes a 5% Green Building Construction Premium (\$1.1M) funded solely by the County and reflects a 5% contingency for construction. Federal / State budget hearing was held on 9-13-2010. Overall construction cost is based on \$234.37 per gsf, excluding sitework and equipment. The cost of EDU's was calculated as : an Impact Fee of approximately 94 EDU's x \$16,406.50 = \$1,542,211 which is not grant reimbursable. Reflects phase 1 & 2 design as approved by the Board of County Commissioners on November 10, 2009 and DGS funding worksheet dated 1-12-2010. Reflects Bond Bill #483 (6-1-2010), #336 (6-1-2008), and Board of Public Works approved matching funds certification on 11-3-2010.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The balance of the project funding is not included in the Governor's FY 2013 budget. As such, the timing of funding was adjusted. A meeting was held on 2-9-2012 with the DBM Executive Director of Capital Budgets who advised that \$5M / \$7.5M have been programmed in the FY 14 / FY 15 Department of Safety and Correctional Services Local Jail & Detention Center CIP for upcoming grants to address the continued needs of the project. Operating staffing was reduced to reflect only incremental staff.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs (Correctional Officers)	0	0	0	0	0	0
STAFFING -FTEs (Support Staff)	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES (food, medical)	0	0	145,210	0	0	0
SUPPLIES & MATERIALS	0	0	15,082	0	0	0
UTILITIES	0	110,750	332,250	0	0	0
FURNITURE & EQUIPMENT	0	0	800,000	0	0	0
OTHER (Information Technology)	0	5,000	15,000	0	0	0
TOTAL COSTS	0	115,750	1,307,542	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Staffing needs are at an assumed 1:3 staff to inmate ratio. Other estimated costs are based on pro-rated costs of the existing facility-Electric: \$241,000 Water/sewer/trash: \$77,000 Gas: \$5,000 Oil: \$120,000--and Janitorial: performed in-house by the Office of the Sheriff.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Agricultural Services Center	PF-14XX	Public Facilities

DESCRIPTION:

Prior project PF 1101 has been completed and additional partial interior renovations to the existing 12,000 square foot facility within the Guy Commercial Center are being proposed to be built to suit. The facility is principally funded by the St. Mary's Soil Conservation District as the lead agency for the Maryland Department of Agriculture, USDA Natural Resources Conservation Service, Farm Services Agency, and the St. Mary's County Farm Bureau. The existing facility also provided shell space for possible future expansion(s). The facility has existing well, septic, parking and stormwater management.

MOU Approved: May 11, 2010 (3 year initial term)

PLANNING JUSTIFICATION:

On December 1, 1981 the BOCC and MD Cooperative Extension Service (MCES) entered into a Memorandum of Understanding or Agreement in accordance with the Annotated Code of State of Maryland Article 25, Section 160. Under this provision, the County is required to provide adequate and appropriate offices and other physical facilities needed to ensure proper quarters for MCES personnel. The County also provides funds for personnel, travel, equipment and supplies. Space needs planning remains a critical component in providing services to the community and adequate work / storage space for employees.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.B.i Maintain and support services and facilities to assist citizens in areas related to agriculture.

P. 10-3

LOCATION:

3rd Election District

Leonardtown, MD

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0
RENOVATION	225,000	0	0	225,000	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
EQUIPMENT	8,000	0	0	8,000	0	0	0	0	0
OTHER (Information Technology)	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
TOTAL COSTS	233,000	0	0	233,000	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	233,000	0	0	233,000	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	233,000	0	0	233,000	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Agricultural Services Center	PF-14XX	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

The project was initially discussed with the Soil Conservation District Board on February 3, 2005 and with the Board of County Commissioners on February 22, 2005. There is reasonable justification to co-locate the Maryland Cooperative Extension Service to provide a "one stop shop" for agriculture services. This would also address the space needs identified by the Health Officer and is consistent with the County Administrator's and Board of County Commissioner's July 15, 2005 and September 27, 2005 correspondence. The original concept was to provide space on the Governmental Center Campus or re-use of an existing County-owned facility. In May 2008, the SCD and Commissioners discussed other county owned land which might meet space and location needs. In July 2009 a coordination meeting between the SCD Board Members/staff, Director of LUGM, County Administrator, DPW&T Director, Real Property Manager, and DECD was held to discuss the current viable site locations, which were the Hayden Property or the Governmental Center Campus. A perc test on the Fairgrounds property was not successful.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

A re-request of a project not approved in FY 2012. On December 6, 2011 another request by the MD Cooperative Extension Service for the BOCC to provide \$225,000 to effect the renovation of approximately 3500 s.f. (@ \$62-\$65 / sf) for the relocation of the agency was submitted. The renovated space would also include a demonstration kitchen. A Memorandum of Understanding (MOU) between SCD and St. Mary's County was approved on May 11, 2010 stating the purpose and need of the initial \$250,000 of BOCC funding, opportunity to purchase, partial finished-out space for the Agricultural Services Division and/or sufficient space for a possible future expansion of the Cooperative Extension Center (from the Health Department) . About 4-5,000 s.f. is available with 3,600 - 4,200 identified as long term needs in the prior Space Needs Study. Per the MOU paragraph 1(B) ii: The County will pay no rent up to 3,500 sf of unfinished reserved space. However, if the County decides to use the space, it will be responsible for the renovation, maintenance and utility costs which are additional County operational costs (shown below). At present, there is no identified need for the vacated space in the Health Dept.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES (Janitorial)	0	1,800	0	0	0	0
SUPPLIES & MATERIALS	0	1,700	0	0	0	0
UTILITIES	0	15,000	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (Information Technology)	0	4,000	0	0	0	0
TOTAL COSTS	0	22,500	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Incremental recurring operational costs are estimated above. The janitorial and facility maintenance costs should be based on \$0.51 / sf and \$1.94 / sf respectively based on current operational experience in the DPW&T Building Services Division. These costs are to be borne by the County if the BOCC elects to relocate the MCES functions. Maintenance costs are shown at approximately 25% of the \$1.94 / sf figure (above) since the facility will be basically new.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
ADC Booking/Inmate Processing & Expansion - Phase 2	PF-1006	Public Facilities

DESCRIPTION:

Complete the Phase 2 design for a 2,170 s.f. expansion of the sallyport and a 15,975 s.f. renovation of the Booking / Inmate Processing Area Design and phased construction of the Sallyport, renovation of the old kitchen for a new booking / inmate processing area, renovation of the existing booking and inmate processing area into a new medical ward, conversion of the existing medical ward to an infirmary area, and renovation of the existing work-release space to administrative and storage areas will address space needs through 2025. Note that construction will result in a temporary loss of approximately 50 beds during the renovation that will be replaced by the Adult Detention Center Expansion Project. The 95% design was approved by the State Public Safety & Corrections Department on January 24, 2012.

Design Approval Date: January 24, 2012
Solicitation Release: August 2012
Construction Start Date: March 2014 (balance of State funding expected in July, 2014)
Construction Completion Date: October 2014
Leonardtown WWTP Capacity Avail: April - June 2014

PLANNING JUSTIFICATION:

The Jail Master Plan was approved by the State on July 2, 2008 and the plan will satisfy space needs through 2025. Recommendations of the Master Plan will have to be included as a part of a future Maryland Department of Public Safety and Correctional Services, Local Jail Capital Improvement Request.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas.
P. 10-1

LOCATION:

3rd Election District
Leonardtown, MD

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Balance to Complete
ARCHITECT/ENGINEERING	300,000	300,000	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	3,392,600	0	0	1,696,300	1,696,300	0	0	0	0
INSPECTION & MATERIAL TESTING	158,000	0	0	79,000	79,000	0	0	0	0
EQUIPMENT (includes IT)	90,000	0	0	0	90,000	0	0	0	0
UTILITIES	134,400	0	0	67,200	67,200	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	4,075,000	300,000	0	1,842,500	1,932,500	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Balance to Complete
COUNTY FUNDS:									
COUNTY BONDS	1,692,500	0	0	771,250	921,250	0	0	0	0
LOCAL TRANSFER TAX	265,000	175,000	0	0	90,000	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	125,000	125,000	0	0	0	0	0	0	0
STATE FUNDS (\$90K IT excluded)	1,992,500	0	0	1,071,250	921,250	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	4,075,000	300,000	0	1,842,500	1,932,500	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
ADC Booking/Inmate Processing & Expansion - Phase 2	PF-1006	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

Cost estimates are based on Department of General Services Cost Estimate Work Sheets. Costs include a 5% Green Building construction premium (\$159,667) and a 5% contingency for construction (\$159,667). Basic new construction and renovation unit prices are based on \$185.25 per gsf and \$143.10 per gsf respectively (approximately \$176 per sf combined total). Project is intended to be bid concurrently with Phase I, with a separate award/notice to proceed given, based on the availability of State grant funding. Design is completed. Construction Duration: 9 months. Following the construction of Phase 1, a temporary inmate / booking and processing area will be in place. As such, it is imperative that the timing between Phases 1 and 2 be as seamless as is possible which may include the County considering front funding the Phase 2 work if State funding is not made available.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Project funding is not included in the Governor's FY2013 budget, and the timing was adjusted. Main change is the reduction in personnel incremental impacts on the operating budget as raised during the November 21, 2011 work session with the Board of County Commissioners. A meeting was held on 2-9-2012 with the DBM Executive Director of Capital Budgets who advised that \$5M / \$7.5M have been programmed in the FY 14 / FY 15 Department of Safety and Correctional Services Local Jail & Detention Center CIP for upcoming grants to address the continued needs of the project.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs (Correctional Officers)	0	0	0	0	0	0
STAFFING -FTEs (Support Staff)	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	5,000	36,300	0	0	0
SUPPLIES & MATERIALS	0	0	3,771	0	0	0
UTILITIES	0	5,000	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (Information Technology)	0	10,000	0	0	0	0
TOTAL COSTS	0	20,000	40,071	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Staffing needs are at an assumed 1:3 staff to inmate ratio. Other estimated costs are based on pro-rated costs of the existing facility-Electric: \$241,000 Water/sewer/trash: \$77,000 Gas: \$5,000 Oil: \$120,000--and Janitorial: performed in-house by the Office of the Sheriff.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Airport Improvements	PF-14XX	Public Facilities

DESCRIPTION:

This project provides for numerous improvements at the St. Mary's County Regional Airport. Several improvements are necessary to maintain services to improve safety, manage risk, and improve operations. These projects are 100% County funded, and are not expected to be eligible for grant funding via the FAA Airport Capital Improvement Plan (ACIP), but are not high enough of a priority to be included in annual Federal allocations. State funding was previously granted for specific projects under the prior PF-0509 project as State funding allows.

FY 2014: Periodic replacement of safety tie-downs (x6), seal coating / repaving the medevac ramp apron area B and County hangar ramp apron area D. The MAA no longer funds or provides runway painting services for local general aviation airports. Project also includes an energy conservation pilot project to begin converting lighting to LED that will be coordinated with SMECO. Pilot projects may include converting existing landside lighting, the segmented circle and the wind tee to LED. The 24-7 emergency and interior lighting for County maintained facilities are being addressed by a separate Building Maintenance & Repair initiative.

FY 2017: Project includes keypad controls for pedestrian and transient gates for safety and security of airfield, hangar and aircraft. Project also includes replacement of airside / landside signage and repaving the 87,500 s.f. terminal ramp apron A built in 1997. The modified mix used in construction did not have the life expectancy anticipated and the ramp has had to be repeatedly sealed.

PLANNING JUSTIFICATION:

Airport development projects are developed in accordance with the most recently approved Master Plan, Airport Layout Plan (ALP) and Environmental Assessment (EA) approved by the Board of County Commissioners.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.4.4.A.1 Continue to support the expansion of the airport. P. 11-7

LOCATION: 6th Election District St. Mary's County Regional Airport, Airport Road, Hollywood, MD.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Airfield / Landside Signage & Gates	15,000	0	0	0	0	0	15,000	0	0
LED Lighting Upgrades	16,500	0	0	16,500	0	0	0	0	0
Tie-Down Replacement	6,500	0	0	6,500	0	0	0	0	0
Ramp & Apron Crack Sealing / Paving	142,000	0	0	61,000	0	0	81,000	0	0
Other Costs (RAW and TAW Paint, Obstructions)	12,000	0	0	12,000	0	0	0	0	0
TOTAL COSTS	192,000	0	0	96,000	0	0	96,000	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	192,000	0	0	96,000	0	0	96,000	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	192,000	0	0	96,000	0	0	96,000	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Airport Improvements	PF-14XX	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

Future projects will include requests for maintenance identified by annual Maryland Aviation Administration licensing inspections such as: runway and taxiway crack sealing, airfield pavement markings and removal of obstructions. The Airport Advisory Committee's last facility and grounds inspection was conducted in July 2011. Future projects may also include the design and/or construction of interior secured parking area(s), crack sealing of non-grant eligible ramp and parking areas currently in excess of 852,000 square feet and required aviation pavement markings. The current contract price for paving aprons is about \$165 per ton. Approximately \$2.25M of Maryland Aviation Administration regional assistance grants are available each year to fund safety related improvements that are non-Federal eligible. Requests for MAA project eligibility approval will be submitted annually which includes reimbursement for up to 50% of the costs.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Projects were reviewed by the Airport Advisory Committee on 12-5-2011. Reflects additional FY 2014 funding and FY 2017 funding originally included in project PF-0509.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Fire & Rescue Revolving Loan Fund	PF-14XX	Public Facilities

DESCRIPTION:

Volunteer Fire Departments and Rescue Squads have submitted their plan for FY 2013 to FY 2018 which outlines the expected loan requests they will make from the Revolving Loan Fund maintained by the County.

PLANNING JUSTIFICATION:

The Bond Budget is based on the cash flow needed to fund loan requests, considering cash flow projections, including repayments of loans.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2

LOCATION:

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
CONSTRUCTION	2,750,000	0	0	1,600,000	0	900,000	250,000	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT/ROLLING STOCK	0	0	0	0	0	0	0	0	0
TOTAL COSTS	2,750,000	0	0	1,600,000	0	900,000	250,000	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	2,750,000	0	0	1,600,000	0	900,000	250,000	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	2,750,000	0	0	1,600,000	0	900,000	250,000	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Fire & Rescue Revolving Loan Fund	PF-14XX	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

FY2013 Budget Request and Plan	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	
Leonardtown VFD			600,000	-		500,000	-	Rolling Stock
Leonardtown VRS			1,000,000	-				Building
Mechanicsville VFD			1,000,000					Building
Bay District VFD			585,000		405,000	-		Rolling Stock
Ridge VRS			120,000	160,000			170,000	Rolling Stock
Seventh District VFD		200,000					-	Building
Hollywood VRS					900,000	900,000	-	Building
Hollywood VRS	150,000		165,375	-	182,235	36,000		Rolling Stock
Hollywood VFD					810,000		700,000	Rolling Stock
TOTAL REQUESTS AND PLAN	150,000	200,000	3,470,375	160,000	2,297,235	1,436,000	870,000	

Repayment Cash Flow & Bond Needs

Estimated available	649,283	985,814	1,271,648	(1,541,260)	564,931	(880,623)	(491,448)
Borrowed Bond Funds	-	-	-	1,600,000	-	900,000	250,000
Loans Proposed (see above)	(150,000)	(200,000)	(3,470,375)	(160,000)	(2,297,234)	(1,436,000)	(1,470,000)
Current Loans Repayment	464,722	450,182	269,601	255,061	175,088	106,302	49,165
New Loans Repayment	21,810	35,652	387,866	411,130	676,592	818,873	1,032,612
Total Available	985,815	1,271,648	(1,541,260)	564,931	(880,623)	(491,448)	(629,671)
Bond Funds Need To Borrow	-	-	1,600,000	-	900,000	250,000	-

Note: Maximum allowed to borrow is \$2,750,000, based on legislation, this will bring total to \$5 Million

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

This plan reflects loan requests of \$9,033,609, which is \$2,353,609 more than the plan in FY 2012. Due to the lack of requests in FY 2012 and based on the requests for future loans offset by scheduled repayments of existing outstanding loans, the revolving fund will require cash infusion in FY 2015, FY 2017 and FY 2018. Legislation will need to be approved to fund the loan requests in FY 2017 & FY 2018 due to current limitation on the amount of funds that can be borrowed.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

The County's Emergency Services Support Fund will incur more in debt service in FY 2014 when additional debt is borrowed to the level of \$5 million.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Workforce Housing Initiatives	PF-14XX	Public Facilities

DESCRIPTION:

This project supports County participation in workforce housing initiatives and projects that result in the creation of new workforce housing or continued availability of existing workforce housing. Uses would include site planning & engineering, acquisition of land, buildings or easements, construction of infrastructure such as roads or utilities, renovation of existing structures and related capital activities. These uses may also be a result of project funded Needs Analysis studies. These activities could include county-wide programs, other agencies, public-private partnerships, non-profits, and/or appropriate legal entities, to develop or rehabilitate specific properties.

PLANNING JUSTIFICATION:

The Comprehensive Plan sets forth the following goal in the Housing Element: Promote a safe, affordable variety of housing located in livable communities. Objective 4.1.2 is: encourage the provision of affordable housing. This project is fully consistent with the Comprehensive Plan and would assist in implementing the Housing Element. This project also builds on past planning documents for housing, including the Report on Housing Livability (2002) and the Housing Needs Assessment (2003).

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

8.2.1 Promote a safe, affordable, variety of housing located in livable communities. P. 8-3

LOCATION:

County-wide

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	750,000	0	0	250,000	250,000	0	0	0	250,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION-FIELDWORK	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	750,000	0	0	250,000	250,000	0	0	0	250,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	750,000	0	0	250,000	250,000	0	0	0	250,000
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	750,000	0	0	250,000	250,000	0	0	0	250,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Workforce Housing Initiatives	PF-14XX	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

Funds allocated in previous projects have been used for several workforce housing projects. Examples include acquisition of a portion of the Fenwick property for use by Patuxent Habitat for Humanity, and to fund preliminary site and feasibility work in partnership with the Archdiocese of Washington and Victory Housing at property located behind Immaculate Heart of Mary Church called Victory Woods. Potential uses could include partnerships with the Housing Authority to leverage funding for preservation of existing housing.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Deferral of funding from FY 2011, FY 2012, and FY 2014 to FY 2014, FY 2015 and "Balance to Complete", respectively. Monies are consistent with recommendations from the Chamber Workforce Housing Task Force.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Some initiatives may require staff time for development and implementation. Specific impacts must await development of specific proposals.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
NextGen 800MHz/Radio System	PF-1005	Public Facilities

DESCRIPTION:

The County has made the decision to replace the existing radio system with a new system that is capable of delivering the performance requirements of today's public safety communications systems – namely, the provision of reliable in-building radio coverage to all high life-safety risk buildings within the jurisdiction. It was determined that expansion of the existing Enhanced Digital Access Communications System (EDACS) technology would not be prudent since the current technology platform is approaching obsolescence. Timing of events is advantageous to the County since the replacement of the radio system in a timely manner will potentially eliminate the need to reband the existing radio system and the expansion of the conventional National Itinerant Mutual Tactical Channel (ITAC) [also referred to as National Public Safety Planning Advisor Committee (NPSPAC) channels] system will provide radio coverage enhancements during the period of deployment of the new system. The County is taking advantage of two concurrent projects to efficiently facilitate the replacement of their existing Harris EDACS voice radio system. The contingency funds in the out years may be used to pick up coverage in the Critical 1 buildings that the 13 tower site system would not cover

NextGen P25 Solution: Preliminary Design of Phases I-III.

Phase I - FY12	Phase II - FY 15	Phase III - Balance to complete FY 18
*1673 subscriber units	*No new subscriber units	*No subscriber units
*Two (2) new tower sites (One State Of Maryland tower Bethune and One County Tower In Valley Lee (\$750,000 for the Tower, \$50,000 for Lease, \$40,000 for re-engineering)	*Four (4) new tower sites (Veteran's Home, Chaptico WT, Oakville & Ridge)	*Three (3) additional tower sites (Hollywood, Golden Beach & Leonardtown MS)
*ECC console upgrades	*No ECC console upgrades	*No ECC console upgrades
*Linear MW Links	*Four (4) additional microwave links (looped system)	*Three (3) microwave links (looped system)
*Begin MW Looping		

Alternatively, all work could be programmed for FY 2015. This system would include a mix of capital costs and operating costs. The operating budget would be the source for acquisition of assets with a shorter life, such as individual radios, using exempt financing.

PLANNING JUSTIFICATION:

The County's emergency services, i.e. police, fire and emergency medical services (EMS) are experiencing coverage problems with respect to portable and to some degree mobile radio communications. In addition the "in-building" coverage is especially poor in commercial structures and multi-family townhouses. The current 800 MHz, Harris EDACS radio system is approaching its scheduled obsolescence life cycle date. The Integrated Multisite and Console Controller (IMC) switch (the heart) will only be supported through January 1, 2014. Technical support for EDACS is diminishing and the current system is not meeting the county's operational expectations. RCC has recommended system upgrade that is Phase II, Project 25 (P25) or APCO-25 compliant. The P25 standard refers to a suite of specifications for digital radio communications for use by federal, state/province and local public safety agencies in North America. This plan would utilize our current infrastructure and incorporate two (2) additional tower sites in FY2013, four (4) additional towers in FY2015 and three(3) additional towers in FY 2018.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION: 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Balance to Complete
Civil Work	5,840,000	1,950,000	0	0	2,060,000	0	0	1,830,000	0
Consultant	800,000	600,000	0	0	80,000	0	0	120,000	0
Consultant -FY11 Addtl Funds	167,797	167,797	0	0	0	0	0	0	0
Installation	0	0	0	0	0	0	0	0	0
Radio System	6,160,000	3,200,000	0	0	1,660,000	0	0	1,300,000	0
Telecommunications	2,480,000	950,000	0	0	990,000	0	0	520,000	0
Vendor Engineering	2,000,000	1,500,000	0	0	250,000	0	0	250,000	0
Licensing	100,000	100,000	0	0	0	0	0	0	0
Contingency	745,000	200,000	0	0	70,000	0	0	475,000	0
TOTAL COSTS	18,272,797	8,667,797	0	0	5,110,000	0	0	4,495,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Balance to Complete
COUNTY FUNDS:									
COUNTY BONDS	12,290,004	3,348,225	0	0	4,926,804	0	0	4,014,975	0
LOCAL TRANSFER TAX	1,742,018	1,078,797	0	0	183,196	0	0	480,025	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	4,240,775	4,240,775	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	18,272,797	8,667,797	0	0	5,110,000	0	0	4,495,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
NextGen 800MHz/Radio System	PF-1005	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

St. Mary's County's 800 MHz radio system consists of four transmit/receive sites in a simulcast configuration. The tower sites are located at Mechanicsville, Leonardtown, California and Dameron. The 800 MHz radio system originally designed in 1998 recommended a system with six (6) towers. The system was completed in 2002 with four (4) towers. The system coverage has always been lacking in certain areas of the county, particularly those areas along the Potomac and Patuxent Rivers where the land topography drops to the waters edge. This was particularly evident in a Paging System Analysis done in March of 2006. Areas of the county identified by the system users are the Golden Beach area, Hollywood Shores area, Drayden / Valley Lee area, Wicomico Shores area and areas surrounding St. Clements Bay and Breton Bay as well as commercial structures such as schools, box stores and multi-family structures.

Converting the existing Frequency Reconfiguration Agreement (FRA) from a standard rebanding project to a total system upgrade project may allow the County to recover as a direct payment from Sprint a portion of the negotiated Re-Banding expenses. This project was targeted to begin after Fairfax County, Virginia vacates a common channel frequency pair utilized by St. Mary's County radio system completed in March 2012. The Transition Administrator (TA) allows licensees to convert Rebanding FRAs to System Upgrades as long as (1) the upgrade can be accomplished in the same established timeframe, and (2) the upgrade costs no more to Sprint/Nextel than the FRA. The County intends to pursue with Sprint/Nextel, through the Transition Administrator (TA), that the funding that would have otherwise have been provided by Sprint/Nextel for frequency reconfiguration be provided to the County. This could then be used to fund a portion of the capital costs for this project, but will only be included when and if authorized by the TA.

IMPACT ON ANNUAL OPERATING BUDGET

Total Cost of subscriber units is approximately \$7.5 million which includes 566 Mobile Radios, 1351 Portable Radios, 59 Control Stations. Additionally, this will add 2 digital logging recorders and 4 consoles for the back-up center, at an estimated cost of \$500,000. This equipment will be exempt financed for a period of five years at an estimated annual cost of \$1,825,000. The exempt finance costs of the equipment as well as the annual maintenance on the equipment, system, etc. are budgeted in the operating budget. The FY 2012 operating budget included \$2,357,000 for the exempt financing of equipment and annual system maintenance which is not shown below.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Costs previously identified as Balance to Complete has been programmed for FY 2018.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Balance to complete
STAFFING -FTEs	0	0	0	0	0	0	0
SUBSCRIBER UNITS	0	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	10,000	0	10,000	0	10,000	0
UTILITIES (electric at \$13,000 per site)	0		52,000	0	0	39,000	0
SYSTEM MAINTENANCE	0	0	0	106,000	50,000	100,000	0
TOTAL COSTS	0	10,000	52,000	116,000	50,000	149,000	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Man-hours for Building Services maintenance, load bank testing, generator service, oil and filter changes, HVAC, electricity and diesel fuel costs are shown above. The gas and man-hours are typically absorbed from within the Building Services Division. The continued addition of remote sites will affect the workload. Costs are based on the four existing tower sites we are currently responsible for. Public Safety will be impacted by cost of maintenance contracts, once the initial warranties have expired.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Garvey Senior Center Replacement Facility	PF-18XX	Public Facilities

DESCRIPTION:

The existing facility is 8,385 square feet and was built in 1954 with a small section dating back even further. At present, the Department on Aging and Human Services indicates that there are programmatic needs that require up to 17,100 square feet of space. Between 40-50 people utilize the facility per day. The proposed replacement facility would be larger than the 12,200 sf Northern Senior Center that was built in 2005. The purpose of the project is driven by the need for additional program space and the suitability (ie. ceiling height) of existing space. The driving factors for the additional space are the changing interests and needs of seniors and the fact that more than half of the facility is occupied for central administrative offices (19 staff). In a 2010 senior survey, designated rooms for reading, dining and physical activities are needed (ie. art rooms, quiet rooms, strength training, aerobic exercise-type activities, etc).

Project assumes that the old existing building will be demolished once occupants relocate to the new facility. Design / build construction costs based on \$210 / sf (same as Chesapeake Building), but for planning is \$275 per square foot to include commercial kitchen, furniture, minor site costs and \$239,250 for design in FY 2018.

PLANNING JUSTIFICATION:

Prior St. Mary's County Space Needs Study conducted in 1993 and revised in June 1994 stated that the "ideal solution...would be to provide a new facility at a different location. This Garvey Center will probably need to be razed.....this will not happen for 5-20 years." The Department expected no growth over the 5-10 year period following the study. Eighteen years have passed since the study and the needs of the center have changed. At present, the senior population in Maryland, age 60+ is anticipated to increase by 111.1% by 2030 according to the 2005 U.S. Census, Maryland Department of Planning Report. St. Mary's County is projected to have the highest percentage increase (258%) of older adults in Maryland.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.B Meet the existing and future demands of the population for community and social services.

P. 10-3

LOCATION:

3rd Election District
Leonardtown, MD
Governmental Center Campus

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	574,200	0	0	0	0	0	0	239,250	334,950
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	4,785,000	0	0	0	0	0	0	0	4,785,000
DEMOLITION (Old Garvey Center)	125,000	0	0	0	0	0	0	0	125,000
INFORMATION TECHNOLOGY	30,000	0	0	0	0	0	0	0	30,000
INSPECTION & TESTING	191,400	0	0	0	0	0	0	0	191,400
EQUIPMENT (included)	0	0	0	0	0	0	0	0	0
OTHER (contingencies & bonds)	500,000	0	0	0	0	0	0	0	500,000
TOTAL COSTS	6,205,600	0	0	0	0	0	0	239,250	5,966,350

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	5,497,600	0	0	0	0	0	0	181,250	5,316,350
LOCAL TRANSFER TAX	58,000	0	0	0	0	0	0	58,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	650,000	0	0	0	0	0	0	0	650,000
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	6,205,600	0	0	0	0	0	0	239,250	5,966,350

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Garvey Senior Center Replacement Facility	PF-18XX	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

On October 28, 2011 a meeting was held to discuss the project scope. It was agreed that the Department on Aging and Human Services staff should evaluate the availability of alternative options that involve the use of existing spaces to help address their immediate need (ie. CSM Wellness Center with a discount card, use of the Drill Hall, synergy with the Libraries, etc.). The Department on Aging staff should also quantify the use / costs / participant levels / program schedules for each of the three senior centers as well as articulate the specific space requirements warranting the request to double the size of the facility. Based on client participation, the physical citing of a new facility may be better suited elsewhere on the Governmental Center property (ie. adjacent to the Office of the Sheriff) or perhaps on the site of the Old Hollywood School. According to the Department of Recreation & Parks, only a small exercise room would be available with utility use payments. The Library has also been a resource for some LIFE classes that could not otherwise be accommodated.

The insured building value is approximately \$1.2M. According to a structural evaluation report performed following the February 2010 snow events, there is evidence of deterioration of the roofing system. In 2003, installation of steel support beams on the first floor was required to prevent collapse of the second story. A second floor addition would have to be fully self supporting and the costs would be greater than conventional new construction. With relocation costs, accessibility issues and the need for an elevator and an emergency stairwell etc. a renovation and expansion of the existing facility would not be recommended.

If a design build format is not utilized, an additional \$334,950 is required in FY 2018 to complete a traditional design (12%). Project assumes that Senior Activities Capital Improvement Grant funding (\$650K) will be available and that other grants may also be pursued.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

New project.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (Information Technology)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Incremental operating costs will not be realized until after the facility is constructed. Additional maintenance, custodial care, and utilities (electric, water, sewer, trash, etc) will be required. For planning purposes, assuming the existing facility \$30,000 might be anticipated.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Public Facilities Master Plan	PF-18XX	Public Facilities

DESCRIPTION:

Preparation of a comprehensive master plan for future development of public facilities. The Master Plan will provide essential information required for space needs planning, property management, and capital improvement budgeting. The goal would be to assemble service areas for all cultural resources and public service facilities to ensure the population centers have the appropriate level of opportunities and services. Assessments for jail, library, recreation and parks, transportation and public school needs as well as prior space needs and comprehensive planning documentation will be incorporated. Project will also include a facility inventory, condition assessment and the respective replacement values (CRV) for purposes of insurance coverage. The last formal comprehensive space needs study was performed in 1993.

PLANNING JUSTIFICATION:

Prior Space Needs Study prepared by Probst-Mason, Inc. was performed in 1993 and revised in 1994.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas.
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LOCATION:

Countywide

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program				Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	125,000	0	0	0	0	0	0	125,000	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
RENOVATION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	125,000	0	0	0	0	0	0	125,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	FY 2014	Five Year Capital Program				Balance to Complete
					FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	125,000	0	0	0	0	0	0	125,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	125,000	0	0	0	0	0	0	125,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Public Facilities Master Plan	PF-18XX	Public Facilities

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (Information Technology)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
FDR Boulevard (MD4 to Pegg Rd.)	HW-1202	Highways

DESCRIPTION:

Construct a two lane residential access way from MD Route 4 to Pegg Road (NAS Pax River main gate). Complete the design and construction to help relieve congestion and reduce delays along the MD 235 corridor by providing an alternative means for residents to travel to and from shopping and work, especially in the Lexington Park development district. Project could remove up to 10,000 trips per day in portions of the MD 235 corridor. Right-of-way width needed is 66' for the roadbed, but a total of 80-100' is needed for the associated sidewalks, SWM, trails, temporary and permanent easements. Per SHA, the volume on MD 235 has increased from a three year average of 48,000 to approximately 59,000 vehicles per day in 2010.

Phase / Location	Length (miles)	Land (\$)	Design (\$)	Construction (\$)
MD 246 to Shangri-La Drive	0.2	\$ 600K	\$ 204K	1.12M
Phase 2A Subtotal:	0.2 miles	\$ 600 K	\$ 204 K	\$ 1.12 M
First Colony Boulevard to Old Rolling Rd	0.70	> \$ 2.41M	\$ 150K	\$ 3.89M
Old Rolling Road to MD 237	1.00		\$ 415K	\$ 5.56M
MD 237 to McArthur Blvd	0.52	> \$ 3.52M	\$ 225K	\$ 2.70M
McArthur Blvd to Buck Hewitt Rd	0.28		\$ 204K	\$ 1.75M
Buck Hewitt Rd to Pegg Road	1.00		\$ 402K	\$ 4.10M
Phases 1& 3 Subtotal:	3.50 miles	\$ 5.93 M	\$1.396 M	\$ 18.0 M
Project Totals:	3.70 miles	\$ 6.533 M	\$ 1.60 M	\$ 19.112 M
Completed to Date:		(\$ 1.75 M)	(\$ 0.788 M)	(\$ 0.031 M)
Balance Needed:	3.70 miles	\$ 4.783 M	\$ 0.812 M	\$ 19.112 M

The current project is anticipated to be 3.7 miles in length, includes a raised 8-20' median with extensive use of traffic calming devices (i.e., Narrow 10-11' wide lanes, chokers and round-a-bouts), 5' pedestrian / 6' bicycle accommodations, streetscaping / furniture / lighting, especially through residentially developed areas. Where dedication via development is not realized, land acquisition for the corridor is being actively pursued and funded.

Ultimate typical section: curb, gutter, sidewalk and 6' bike lanes on both sides with a 20' median and 10' travel lane in each direction, plus turn lanes.

PLANNING JUSTIFICATION:

Approved Lexington Park Master Plan, Comprehensive Plan and Countywide Transportation Plan.

A. In accordance with the Comprehensive Plan, an evaluation of new roads will be conducted to ensure they do not adversely impact cultural, historical and environmental features. Prior funding completed the survey, preliminary design, engineering report, environmental study, corridor alignment, and plat(s). A 1997 Feasibility Study was also completed in joint cooperation with the State Highway Administration.

B. The Comprehensive Plan emphasizes transportation system preservation and the need to effect improvements and additions to the road network based on capacity, safety, traffic flow, level of service, land use, etc.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.

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LOCATION: 8th Election District. West of MD 235 from MD 4 to Pegg Road.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	1,600,000	1,600,000	0	0	0	0	0	0	0
LAND / ESMT ACQUISITION	3,965,000	2,254,800	1,710,200	0	0	0	0	0	0
PHASES 1 & 3 CONSTRUCTION	18,000,000	0	0	0	6,000,000	6,000,000	6,000,000	0	0
PHASE 2 CONSTRUCTION	1,112,000	1,112,000	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0
TOTAL COSTS	24,677,000	4,966,800	1,710,200	0	6,000,000	6,000,000	6,000,000	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	20,903,938	3,488,278	540,660	0	5,550,000	5,662,500	5,662,500	0	0
LOCAL TRANSFER TAX	275,200	40,000	235,200	0	0	0	0	0	0
IMPACT FEES	3,038,522	1,438,522	475,000	0	450,000	337,500	337,500	0	0
GENERAL FUND TRANSFER	459,340	0	459,340	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
FEES IN LIEU	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	24,677,000	4,966,800	1,710,200	0	6,000,000	6,000,000	6,000,000	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
FDR Boulevard (MD4 to Pegg Rd.)	HW-1202	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

Portions of the corridor have already been purchased, dedicated by developers, and/or partially constructed prior to 2011/2012. Property acquisition estimates are based on \$5-10/sf for residential properties and \$10-20/sf commercial properties. Appraisals are currently averaging approximately \$2,500 each. The project is a key element of the Lexington Park and Countywide Plans. Average construction cost for this project is \$1,053 per foot based on 2-24-2012 engineers estimate of the 100% design drawings. The BOCC toured the FDR Corridor on March 1, 2011.

Phase 1: Design is 98% complete and the First Colony right-of-way deed was recorded in September 2011. Balance of property acquisition is underway with SHA assistance pending. **Phase 2A:** Design and construction is shown as Prior Approval with construction award anticipated by Spring 2013. **Phase 3:** Design from between MD 237 and Pegg Road is anticipated to begin in the Fall of 2012. The Circuit Court for St. Mary's County completed a Judicial Review and made a final ruling on September 5, 2008. The County may choose to map all or a portion of the corridor, establish a time frame for reservations under the Z.O., enter into right-of-first refusals, plat all and/or a portion of the entire alignment per Article 66B and establish a time frame for purchase.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The BOCC directed that the project budgeted should accomplish the completion of FDR Boulevard from MD4 to Pegg Road. Costs were revised to include the necessary design, land acquisition, and construction related to this section. Updated cost estimates and added the Phase 3 construction, which increased the total project cost by \$8.3 million.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	49,000	0	49,000
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	49,000	0	49,000

DISCUSSION OF OPERATING BUDGET IMPACT:

Estimated roadway maintenance costs are between \$2-\$5 per linear foot. At 3.7 miles of construction, this equates to between 39,000-98,000 per year.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Traffic Control Signal Installations	HW-1102	Highways

DESCRIPTION:

Project has been established to pay the appropriate County share of signalization installation costs incurred by the State Highway Administration. Estimated total cost for each installation is based on State Highway correspondence dated July 7, 2010 in the amount of \$245,162.

Cost Share Agreements are executed with the State Highway Administration as locations meet warrants for approval. The following locations are anticipated in the short term:

FY2012 - MD 235 / Airport View Drive Intersection: Est Cost: \$61,300 based on 1/4 of the total signal cost based on the # of County Roads intersecting.
 FY2013 - MD 235 / Mechanicsville Road Intersection: Est Cost: \$82,000 based on 1/3 of the total signal cost based on the # of County Roads intersecting.
 FY2013 - MD 235 / Loveville Road Intersection: Est cost: \$61,300 based on 1/4 of the total signal cost based on the # of County Roads intersecting
 FY2014 - MD 235 / St. John's Road intersection Est cost: \$123,000 based on 1/2 of the total signal cost based on the # of County Roads intersecting

New installations are based on meeting signal warrant criteria / minimum conditions established by the national Manual on Uniform Traffic Control Devices (MUTCD). Traffic signals that are properly located and operated are likely to:

- *Provide for orderly movement of traffic;
- *Increase the traffic capacity of the intersection;
- *Reduce the frequency of certain types of crashes (e.g. right-angle crashes);
- *Provide for continuous or nearly continuous movement of traffic along a given route; and
- *Interrupt heavy traffic to permit other traffic, vehicular or pedestrian, to cross.

PLANNING JUSTIFICATION:

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.
 P. 11-1

LOCATION:

Various Roadways Throughout the County

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	412,600	146,300	143,300	123,000	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION (In-house) & TESTING	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
SWM	0	0	0	0	0	0	0	0	0
TOTAL COSTS	412,600	146,300	143,300	123,000	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	36,860	12,260	0	24,600	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	28,660	0	28,660	0	0	0	0	0	0
STATE FUNDS	307,080	94,040	114,640	98,400	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
MITIGATION	40,000	40,000	0	0	0	0	0	0	0
TOTAL FUNDS	412,600	146,300	143,300	123,000	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Traffic Control Signal Installations	HW-1102	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

Use of unobligated State Aid funding may be requested for the payment of partial costs associated with new signal installations. Levels of Service at all existing signalized intersections were evaluated as part of the St. Mary's County Transportation Plan that was approved on August 22, 2006 by Ordinance #06-08. Failing intersections and failing roadway link locations were identified under a no build scenario and compared to short (0-10 years), medium (10-20 years) and long term (20+ years) improvement needs. There are 8 basic warrants: Warrant 1 - eight-hour vehicular volume, Warrant 2 - four-hour vehicular volume, Warrant 3 - peak hour volume, Warrant 4 - four-hour pedestrian volume, Warrant 5 - number of children and school crossing gaps, Warrant 6 - signal progression and traffic movement, Warrant 7 - accident and crash experience and Warrant 8 - roadway network performance. The satisfaction of a traffic signal warrant or warrants does not in itself require the installation of a traffic control signal.

Red light traffic enforcement camera system initiatives as well as safety / MUTCD federal sign replacement may also be supported as a part of this project.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

None. Approved projects are funded from project HW-1101 (via budget amendment).

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	4,250	2,125	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	4,250	2,125	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Operating budget impact is based on electric cost experience on other installations paid out of the County Highways budget.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Patuxent Park Neighborhood Preservation Program	HW-0803	Highways

DESCRIPTION:

Project includes the infrastructure improvements to the Patuxent Park Subdivision in conjunction with preservation and revitalization efforts in the immediate area, which will provide new and/or reconstructed infrastructure (sidewalks, curb & gutter, storm drainage, utility and street improvements) in areas where substandard, deteriorated, or no infrastructure exists.

- A. The Patuxent Park Subdivision is the first neighborhood selected for improvement under this initiative.
- B. Staff representatives from DPW&T, County Attorney, DECD, and LU&GM will work with the residents in each of the selected neighborhoods to prioritize the proposed improvements based on cost, community need, and compatibility with redevelopment plans within each area. Initial phases require design monies.
- C. Projects will be prioritized based on their ability to:
 - Promote revitalization in development districts;
 - Establish or expand businesses within the neighborhood;
 - Correct deteriorated conditions within public right-of-ways;
 - Rehabilitate existing housing or manage housing stock within the neighborhood;
 - Plan, promote, or finance voluntary neighborhood and developer-funded improvements.
- D. Reconstruction costs are based on a unit price of \$450 per linear foot of urban roadway to complete the right-of-way rehabilitation of both subdivisions.
- E. Patuxent Park Subdivision is the oldest subdivision in the County and was constructed in 1948. Upgrades include approximately 16,100 linear feet of roadways and could be performed in several phases at an estimated total cost of \$7.2M.
- F. Phase 1: Prior Approval (includes Princeton, Gambler, Bunker Hill and Midway Dr.) is now complete (\$1.3M). Phase 2 (Prior Approval): Essex Dr. and Great Mills Ln. (1809' at \$1.1M). Phases 3 & 4 (in FY 2013 and 2014, respectively): (6,640' at \$1.1 and \$1.7M-includes balance of Midway Dr., Saratoga Dr., Wasp, Cord, Yorktown, Kearsarge, Suwanne, Colet, Lo. Place. Phase 5 (FY 2015): (5,500' at \$2.5M). Design monies for Phase 5 are shown in FY 2014.

PLANNING JUSTIFICATION:

Approved Lexington Park Master Plan and Comprehensive Plan.

The Comprehensive Plan policies are designed to address goals for community revitalization and maintain priority for community facility investments in the growth areas. Resources are to be obtained and focused on revitalizing neighborhoods and communities.

A Chamber of Commerce Work Force Housing Task Force Report was presented to the Board of County Commissioners on May 26, 2006 and described the neighborhood as severely distressed and recommended that a meaningful level of funding for the reconstruction of aging public infrastructure be allocated.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.
P. 11-1

LOCATION: 8th Election District. Off MD 246 between Midway and Essex Drives in Lexington Park and adjacent to old Carver Elementary.

	1&2	3	4	5					
APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
SURVEY/ENGINEERING	792,500	529,500	0	263,000	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
RECONSTRUCTION	6,488,600	1,502,600	1,049,000	1,437,000	2,500,000	0	0	0	0
STORMWATER MGMT	150,000	120,000	30,000	0	0	0	0	0	0
INSPECTION/TESTING	82,000	62,000	20,000	0	0	0	0	0	0
UTILITIES	150,000	100,000	50,000	0	0	0	0	0	0
CONSTRUCTION STAKEOUT	40,000	24,000	16,000	0	0	0	0	0	0
INCIDENTALS	75,000	75,000	0	0	0	0	0	0	0
TOTAL COSTS	7,778,100	2,413,100	1,165,000	1,700,000	2,500,000	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
COUNTY FUNDS:									
COUNTY BONDS	6,867,060	2,054,600	1,000,000	1,700,000	2,112,460	0	0	0	0
LOCAL TRANSFER TAX	861,040	308,500	165,000	0	387,540	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	50,000	50,000	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES (developer)	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	7,778,100	2,413,100	1,165,000	1,700,000	2,500,000	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Patuxent Park Neighborhood Preservation Program	HW-0803	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

For the Patuxent Park project: Section 1 was completed in August 2010. Section 2 design has been completed with an anticipated construction award by February 2013. Metcom's notice to proceed with water / sewer work on Phase 2 occurred in July 2011. Sections 3 & 4 were surveyed under a prior project and design proposals are under review at this time. Section 5 design is planned in FY2014. Coordination with METCOM is planned to ensure existing infrastructure does not need to be replaced and/or upgraded. It is assumed that the existing lighting will be salvageable. New standard SMECO lighting could be provided at an estimated cost of \$25,000 per mile.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Regional Water Quality & Nutrient Removal	HW-1201	Highways

DESCRIPTION:

This project provides the basic planning and implementation funding necessary to implement the federally mandated Phase I National Pollution Discharge Elimination System (NPDES) permit and Phase 2 Chesapeake Bay Waterway Implementation Plan (WIP). On 9-16-2011 the County received the State's Phase 2 WIP draft reduction goals for managing 20% of the pre-1985 impervious area.

NPDES (2012 and 2015 funding)

- A. Now that the official Census has reported the County's population exceeds 100,000, future retrofit, water quality monitoring and SWM enhancement projects will be required to address NPDES Phase I requirements. This mandate will require water quality monitoring, illicit discharge detection, street / inlet cleaning, GIS mapping, retro-fitting of existing SWM facilities and stream restoration to provide various forms of water quality / pollutant load reduction within a specific watershed(s). This could result in the need to fund millions of dollars in future watershed restoration projects.
- B. GIS initiatives for asset and infrastructure management have already begun in preparation for the new federal NPDES requirements.
- C. On June 26, 2012, St. Mary's County submitted its draft implementation plan that addresses specific geographical (political) segments / subsheds of the Chesapeake Bay. Localities will also be able to propose alternatives between prior to State submission to EPA.
- D. Specific restoration projects will need to be identified / developed and will be submitted as future funding requests.
- E. Future capital budget impacts could range between \$3,218 and \$4,706 per resident per year based on Charles (population of 142,000) and Montgomery County (population of 950,000) experience.

PHASE 2 WIP (2013,2014,2016,2017 and 2019 funding)

- A. Requirements will impact METCOM (plant effluent and sewer extensions), SCD (sediment / nutrient control and outfall restoration), Health Department (septic fields), private properties (inspection and maintenance agreements), LUGM (land use, critical area, watershed management planning), County government (retrofit of existing SWM facilities and outfalls), Pax River NAS and the Town of Leonardtown.
- B. The Environmental Protection Agency (EPA) required the State of Maryland to submit a draft Phase I Plan by 12-31-2010 which identified key action items, target Total Maximum Daily Loads (TMDLs) for nitrogen, phosphorous and sediment etc. and target dates for implementation.
- C. In November 2011, local jurisdictions will be required to submit draft recommendations that address specific geographical (political) segments / subsheds of the Chesapeake Bay. Localities will be able to propose alternatives between March 30-June 30, 2012 prior to State submission to EPA.
- D. Phases III and IV require evidence that the County has met 60% of the approved target goals by 2017 with design in 2014 & construction in FY 2016; and has met 100% of target goals by 2020 (unless extended to 2025) with design in FY 2017 & construction in FY 2019. Allow 1 year for permitting.

PLANNING JUSTIFICATION:

The Comprehensive Plan supports the stewardship of the Chesapeake Bay. In conjunction with the new Stormwater Management and Comprehensive Zoning Ordinances, areas with historical drainage issues and / or governmental facility complexes will be analyzed.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

7.9.1.A.i Develop a comprehensive water quality protection framework for both point and nonpoint sources of pollution. P. 7-30

LOCATION:

Major growth and development areas of the County.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	2,636,725	0		1,057,900	0	0	1,578,825	0	0
IMPLEMENTATION / ANALYSIS	85,000	0	50,000	0	35,000	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0
TMDL IDENTIFICATION	50,000	50,000	0	0	0	0	0	0	0
SOURCE IDENTIFICATION	0	0	0	0	0	0	0	0	0
DISCHARGE CHARACTERIZATION	100,000	100,000	0	0	0	0	0	0	0
MANAGEMENT PROGRAM	100,000	0	0	0	100,000	0	0	0	0
PHASE 2 WIP Retrofit Construction	10,546,900	0	0	0	0	4,231,600	0	0	6,315,300
TOTAL COSTS	13,518,625	150,000	50,000	1,057,900	135,000	4,231,600	1,578,825	0	6,315,300

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	12,421,817	0	0	1,057,900	0	3,915,792	1,132,825	0	6,315,300
LOCAL TRANSFER TAX	1,096,808	150,000	50,000	0	135,000	315,808	446,000	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	13,518,625	150,000	50,000	1,057,900	135,000	4,231,600	1,578,825	0	6,315,300

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Regional Water Quality & Nutrient Removal	HW-1201	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

NPDES. Based on the Charles County Model - the following NPDES permit requirements can be anticipated:

1. Source Identification - Demonstrate GIS capabilities with data layers (topo; endangered species, storm drains, sewers, discharge points, flood prone areas, wetlands, soils, impervious areas, estimated pollutant loads etc.). A schedule to complete same within the development districts.
2. Discharge Characterization - Storm sewer, in-stream and watershed monitoring with chemical, biological and physical techniques. This will include lab & stability analyses and annual reporting for twelve (12) storm events per year as selected by MDE.
3. Management Programs - I & M inspection reviews, analysis of 100 outfalls, County facility inventory, quarterly reporting, public education program, road maintenance program requirements (drain cleaning, reduction in use of; harmful weed killers, fertilizers, deicing agents, etc.)
4. Watershed Restoration - 12, 24 and 30 month watershed analysis and completion of a detailed assessment with a 3 year capital restoration schedule.
5. Annual Progress Reporting

PHASE 2 WIP. Based on the Caroline and Anne Arundel County draft pilot Watershed Implementation Plans - the following can be anticipated;

Retrofit of all extended detention private and public SWM ponds approved prior to 2002, retrofit of degraded and severely degraded channels based on physical habitat assessment and retrofit of outfalls within subwatersheds identified / ranked for restoration. Projects identified for implementation will be based on the results of cost benefit analyses and the effectiveness of reducing the pollutant loads to target values.

Current scope of work is to propose retrofitting approximately 137 public / private stormwater management facilities. The estimated cost for design and construction is \$13,183,625 based on the October 10, 2011 *MDE Costs of SWM Practices in MD Counties*. Projects on the 17 publicly owned lands (including BoE and SMECO) are recommended as the first projects to be undertaken during the initial 60% compliance effort. Estimated overall fiscal impact to St. Mary's County based on population could be as high as \$300M. To assist the County in the planning & feasibility implementation, contract assistance monies for a consultant is shown in FY 2013.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added FY 2013, 2014, 2016, 2017 and 2019 fiscal impacts of Phase 2 WIP. In anticipation of these mandates, there have been ongoing presentations and worksession to the BOCC since November 15, 2011. Of the estimated 169,000 pounds of nitrogen needing to be removed per year, the following breakdown of sources for removal is anticipated: septic BAT (87,000 pounds - 51%), agricultural (40,000 pounds - 24%), wastewater (19,000 pounds - 11%), forest (8,000 pounds - 5%) and URBAN SWM retrofit (15,000 pounds - 9%). A comparison of Nitrogen removal costs / lb between SWM retrofit and septic BAT is estimated at \$13,000 versus \$2,500, respectively. Urban SWM retrofits will be required as a part of the NPDES permitting process regardless of the WIP Phase 2 requirements.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	1	0
PERSONAL SERVICES COSTS	0	0	0	0	81,000	0
CONTRACTED SERVICES (maintenance)	0	0	0	0	0	742,767
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	81,000	742,767

DISCUSSION OF OPERATING BUDGET IMPACT:

Estimated NPDES requirements can result in approximately \$300,000 in additional operating costs per year based on Charles and Montgomery County information gathered in October 2010. With Phase 2 WIP, this number can be expected to be approximately \$773,777 per year based on *MDE's Cost of SWM Practices Manual*. Future funding may require jurisdictions to assess a Local Stormwater Management Utility Fee as required by approved HB 987 and SB 614. A Grade 8 Step 1 position is shown (LUGM) to provide the required ongoing management and tracking of the program.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Asphalt Overlay	HW-1301	Highways

DESCRIPTION:

Overlay, widen, upgrade and perform pavement and system preservation improvements to existing roads throughout the County. The berm removal and overlay of the roadway extends the service life by approximately fifteen (15) years.

- A. The County's Asphalt Overlay Program is used to widen, upgrade and strengthen roadway surfaces on collector roads to a 20' roadway with 4' shoulders. Prior to construction, the roadways are typically 16' to 18' wide, with no shoulders and inadequate drainage. The overlay thickness varies from 2" to 4", depending on the original surfaces. Preparatory and follow-up work, as necessary, is performed to include incidental re-striping at approximately \$0.039/lf.
- B. An average of 10-15 miles of roadway are overlaid annually throughout the County.
- C. Approximately 25% of the budget is for rental equipment and labor, 10% for materials (i.e., pipes, gravel, seed, mulch, paving fabric, etc.), 6.5% for driveway tie-ins, 5% for pavement patching, and 53.5% for asphalt.
- D. Intermediate rehabilitation also requires base asphalt at an additional cost of approximately \$10 per linear foot.

PLANNING JUSTIFICATION:

The overlay programs are consistent with the Department's Pavement Management Plan and Route Evaluation Study designed to provide a balance between preventive maintenance and total roadway reconstruction. Roadways are rated based on weighted factors for elements of pavement distress, geometry, ride, volume, width, signage, markings, etc and prioritized for inclusion in the capital program. Each program is also consistent with the approved Comprehensive Plan policy regarding development and maintenance of the transportation system. These programs support and promote resource protection, environmental and community character, cost containment and system preservation goals.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.
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LOCATION:

All Election Districts throughout the County

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	18,000,000	0	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
TOTAL COSTS	18,000,000	0	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	13,296,660	0	213,871	3,000,000	3,000,000	3,000,000	1,082,789	3,000,000	0
LOCAL TRANSFER TAX	3,068,374	0	1,151,163	0	0	0	1,917,211	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	1,634,966	0	1,634,966	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	18,000,000	0	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Asphalt Overlay	HW-1301	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

The service life of the pavement can be extended up to 15 years, and the roadway can be immediately opened to traffic after the application has been completed. The County has many subdivisions that were built in the mid and late 1970's. The roads in these subdivisions were built below today's standards and are 15-20 years old. Between 2004 and 2008 the unit price increased from \$38/ton to \$98.80/ton with the current pricing down \$85/ton in CY2010 to \$72/ton in CY2012. Repairs to existing residential streets, underdrains, paving fabric, trench repair, and full depth patching are not included in this program.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added FY 2018 monies.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

It is estimated that for every \$1 spent on preventive maintenance (system preservation), that between \$5 and \$15 is saved on future rehabilitation and reconstruction costs.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Modified Seal Surface Treatment	HW-1302	Highways

DESCRIPTION:

Seal lower volume (<2000 ADT) and lower truck traffic roadways throughout the County, with an aggregate modified single surface treatment. Modified seal replaced the slurry seal and surface treatment programs. Modified seal performs better, is more cost effective than slurry seal, and provides some structural strength to the pavement section due to the size of the aggregate used. The application extends the road's service life approximately four (4) to seven (7) years by modified sealing. Incidental re-striping at approximately \$0.41/lf may be funded under this project.

- A. Modified Seal uses an emulsion that is rapid setting. As a result, traffic can usually be placed back on the roadway within 2-3 hours. The mix seals old, cracked, oxidized pavement and can help extend service life of existing pavements only 2-3 years on higher volume roads.
- B. Patching using modified seal is significantly less expensive than asphalt patching, which is needed for slurry seal programs.
The potential for citizen complaints related to loose aggregate in residential areas has been significantly reduced through the use of the modified surface treatment program in lieu of the standard surface treatment. Program is typically limited for use on roadways classified lower than a collector.
- C. The contract price for this application is \$1.19 / s.y. in CY 2012 (est. \$1.50/s.y. in CY 2013).
- D. Approximately 35-45 miles of road are now sealed throughout the County on an annual basis.
- E. With the modified seal program, there is a residue (sandy grit) that remains loose on the finished surface, but it dissipates in a short period of time.
On an as needed basis, the County Highways Division also dispatches a vacuum truck after the surface has set to remove any remaining residue that is not otherwise dissipated.
- F. The final surface is similar to an asphalt overlay in appearance, an example of which is evidenced on Millstone Landing Road. However, for higher volume roadways either surface treatment, asphalt overlay, or cape seal (i.e. Yowaiski Mill Road) is needed.

PLANNING JUSTIFICATION:

The overlay programs are consistent with the Department's Pavement Management Plan and Route Evaluation Study designed to provide a balance between preventive maintenance and total roadway reconstruction. Roadways are rated based on weighted factors for elements of pavement distress, geometry, ride, volume, width, signage, markings, etc and prioritized for inclusion in the capital program. Each program is also consistent with the approved Comprehensive Plan policy regarding development and maintenance of the transportation system. These programs support and promote resource protection, environmental and community character, cost containment and system preservation goals.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.
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LOCATION:

All Election Districts throughout the County.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	3,624,000	0	604,000	604,000	604,000	604,000	604,000	604,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION/TESTING	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	300,000	0	50,000	50,000	50,000	50,000	50,000	50,000	0
TOTAL COSTS	3,924,000	0	654,000	654,000	654,000	654,000	654,000	654,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	224,951	0	0	224,951	0	0	0	0	0
LOCAL TRANSFER TAX	3,699,049	0	654,000	429,049	654,000	654,000	654,000	654,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	3,924,000	0	654,000	654,000	654,000	654,000	654,000	654,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Modified Seal Surface Treatment	HW-1302	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

- A. The majority of preparatory work (such as berm removal, minor patching and pipe replacement) is performed by Highway Maintenance crews and contractors in support of this program as is the follow-up incidental striping.
- B. Slurry seal adds no structural strength, has a textured surface, improves skid resistance and helps prevent water infiltration of the pavement, which is the most frequent cause of deterioration and failure. The cost is about \$0.15-\$0.20 more per square yard than surface treatment.
- C. Surface treatment is needed to address cracking and to improve structural strength. Pavement life is increased by 3-5 years.
- D. DPW&T modified the specifications for surface treatment to reduce the stone size from #7 to #8 and changed the emulsion from an oil base to a latex base for easier cleanup and faster set-up time. As such, obtained approval in FY 08 to use both modified surface treatment and modified seal under this program funding.
- E. Performance Pilot Projects were conducted on Morganza Turner, Bushwood and Hurry Roads with a Type 2 modified seal (which simply uses #8 stone with a latex emulsion) which addresses higher volume roadways. As such, we have been utilizing both mixes under this program funding.
- F. FY 2018 monies added for the continuation of the Program.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added FY 2018 monies.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

It is estimated that for every \$1 spent on preventive maintenance (system preservation), that between \$5 and \$15 is saved on future rehabilitation and reconstruction costs.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
State Aid Projects	HW-1101	Highways

DESCRIPTION:

Apply State Aid monies toward eligible roadway, bridge, traffic signal, traffic capacity, park-n-ride lot, safety and/or other highway-related projects. Eligible projects may be State Highway or County-maintained roadways provided they are Federally Functionally Classified. Application must be made through the State-Aid Federal Aid Programming Section of the State Highway Administration. Effective August 7, 2000 an Environmental Assessment Form (EAF) and other environmental documentation must be submitted with all applications. State Aid projects are reimbursed at an 80% State and 20% local share.

- A. Prior approval represents the current unobligated State Aid.
- B. FY 2015 thru 2018 reflects the current level of State Aid that is expected to be provided by the State.
- C. FY 2013 and 2014 reduced funding levels reflect State Aid funding levels that have been fully or partially allocated to traffic control installation projects (HW-1102).
- D. Approved local projects are reimbursed at 80% or may be used to supplement state projects. Projects identified include:
 - Hewitt Road Phase 3 final reconstruction of a four-legged intersection with the Norris Road realignment and recent MD 237 project (est \$704,000);
 - MD 4 / Wildwood Parkway intersection safety improvements (est \$600,000);
 - MD 235 / Airport View Drive SHA Signal Cost Share Directive (\$65,000); Moakley St. / MD 5 traffic signal (est \$250,000);
 - Willows Road sidewalk extension (est \$650,000). Willows Road is not yet federally classified, but will be requested in calendar year 2012/13.
- E. Other local system preservation projects may include asphalt overlay on federally functionally classified roadways; Wildwood Parkway 8' paved shoulder, overlay from Hickory Nut to Misty Pond Court (est \$350,000) and traffic calming; Clarke's Landing Road widening and overlay from Blackstone Road to the end (\$275,000); and Town Creek Drive overlay (\$245,000).

PLANNING JUSTIFICATION:

The Comprehensive Plan emphasizes transportation system preservation and the need to effect improvements and additions to the road network based on capacity, safety, traffic flow, level of service, land use, etc.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.
P. 11-1

LOCATION:

Various Roadways Throughout the County

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	158,994	25,189	0	33,049	25,189	25,189	25,189	25,189	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	922,906	419,142	0	0	125,941	125,941	125,941	125,941	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION (in-house) & TESTING	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
SWM	0	0	0	0	0	0	0	0	0
TOTAL COSTS	1,081,900	444,331	0	33,049	151,130	151,130	151,130	151,130	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	156,442	50,178	0	5,508	25,189	25,189	25,189	25,189	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	925,458	394,153	0	27,541	125,941	125,941	125,941	125,941	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,081,900	444,331	0	33,049	151,130	151,130	151,130	151,130	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
State Aid Projects	HW-1101	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

State Aid allocations were authorized through prior Master Agreements between the Board of County Commissioners and State Highways Administration (ie. February 15, 1978 and January 10, 1989). State Aid annual allocations have increased to \$108,711 (beginning in 1989) to the current level of \$125,941 (beginning in 1996). Due to the complicated process for approval of new roadway construction projects, most counties utilize the State Aid allocations for rehabilitation / overlay-type work. Monies may be utilized for design, survey, land acquisition and construction, but land acquisition must follow the extensive federal process. BOCC agreed that safety related and rehabilitation projects for local roads should be requested for State Aid approval.

Accumulated funding of \$3,356,614 was expended in the 1970's through early 1990's to help fund improvements to: St. Andrews Church Road, Flat Iron Road, McIntosh Road, Chancellors Run Road drainage, Shangri-La Drive, Buck Hewitt Road Phases 1 & 2 and Yowaiski Mill Road.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Future State Aid allocations monies were added in FY 2017 and 2018. As of 6-12-2012, prior unobligated State Aid balance of \$394,160 was made available to partially fund a Retrofit Sidewalk Program for Buck Hewitt Road.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Removal of Roadside Obstacles	HW-0901	Highways

DESCRIPTION:

Grading, tree removal, cut and fill operations, intersection safety / capacity improvements, utility relocations both lateral and underground, fore slope adjustments, extending the length of drainage culverts etc., to remove roadside obstacles in high hazard locations and improve dangerous roadway conditions by adding rumble strips, raised pavement markings or speed humps. Sight distance improvements and removal of roadside hazards are necessary to assure highway safety is maintained.

A. The proposed construction work will be performed by Contractors and may include design services.

B. The American Association of State Highway and Transportation Officials (AASHTO) recommendations for treatment of roadside obstacles on existing roadways should be considered in the following priority: elimination of the hazard, relocation of the hazard, corrective measures to reduce the hazard, and barriers to reduce accident severity.

C. A "clear zone" of 10 feet or more from the edge of the travel way for rural local roads, and a minimum of 1.5 feet beyond the face of curb in urban sections should be provided. These recovery areas should be clear of all unyielding objects such as trees or unyielding sign supports, utility poles, light poles and any other fixed objects that might cause safety concerns or damage an out-of-control vehicle. Intersection alignment and vertical/horizontal sight distance require similar attention.

D. Priorities and designs are based on traffic volume, accident history, level of hazard and extent of corrections and/or traffic calming required.

E. Project may include the relocation of utility poles and placement of guardrails within the clear zone, isolated base rehabilitation / repairs, full depth, patching, cracksealing, trench repairs, shoulder adjustments, base failures, underdrain installation, re-compaction, geo-textile fabric, placement of select fill. Skewed intersections that affect sight distance and operational safety, such as the Horseshoe and Manor Road intersection will be systematically addressed.

F. Typical applications include: The intersection of Mt. Wolfe Road and Iroquois Lane (sight distance); the intersection of Cherry field Road and Drayden Road (sight distance); Bethel Church Road at Coffee Hill Run (culvert extension); Flat Iron Road (sight distance at Michelle Drive), Queentree Road, approximately 500' north of Widow Lane (tracking of trucks/buses); the intersection of Grayson Road and Villa Road (grading/tree removal); Sandy Bottom and St. Johns intersections with Lawrence Hayden Road (FY 2011); the intx of Lane Down and Laredore Road (tree removal), Far Cry Road, St. George's Park Rd intx with Deagle Boat Yard Rd (sight distance/utilities), River Road and William Howard Way intersection, Steer Horn Neck Road (sight distance at various locations), Settlers Lane and Old Rolling Road intersection, Big Chestnut Road (road grade) at the intersection of Bayside Road, Maypole Road (widening), White Point Road (widening), Riverwinds Drive (widening), Joe Hazel Road (widening), Waterside Drive, Lockes Crossing and Old Village Road intersection (utility pole), Brown Road (sight distance), Vista Road, Blacksmith Shop Road/Cedar Lane (intersection), Spruce Drive at Chestnut Road and Gunston Drive and Flat Iron Road (sight distance problem at Booth Farm), and White Lane and Oaks Road (intersection sight distance). St. Clements Shores intersection safety and drainage improvements.

PLANNING JUSTIFICATION:

Obstruction removal programs are consistent with the horizontal and vertical requirements of the Road Ordinance and the transportation system maintenance policy in the Comprehensive Plan. In addition, obstructions to cross-visibility provisions were included in Chapter 81 of the new Comprehensive Zoning Ordinance to assist in cases where the obstruction lays on private property that affects the vision of operators of vehicles traveling on County roads.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.

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LOCATION:

Roads throughout the County.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	1,040,000	260,000	0	260,000	0	260,000	0	260,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION/TESTING	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	1,040,000	260,000	0	260,000	0	260,000	0	260,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	1,040,000	260,000	0	260,000	0	260,000	0	260,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,040,000	260,000	0	260,000	0	260,000	0	260,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Removal of Roadside Obstacles	HW-0901	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

Other means of addressing roadside hazards under this project may include: the cost of installing elevated pavement markings, providing 4-way stops, adding reflectorized tape to sign post to improve safety, intersection lighting, signalization (full or partial), traffic calming (speed humps, round-about, chokers etc), adding rumble strips / pavement grooving along the roadway shoulder (one side) which is approximately \$1.75 per linear foot or \$9,240 per mile; the addition of speed humps (prior pilot project on Lexwoods Drive) which cost approximately \$5-6,000 each. Speed humps are 3 1/2 inches tall and 10 feet wide with 6' approach and departure ramps. The DPW&T will be evaluating and prioritizing a list for the FY 2014 budget cycle which may include obstruction removal at the intersection of Laurel Grove Road and MD 235 to address bus turning movements, a possible traffic calming round-a-bout at Triangle Drive and Mount Wolf Road

Intersection and safety improvements at the Blacksmith Shop Road / Cedar Lane Road intersection. Ten (10) locations have been identified along Wildwood Parkway that are suitable for traffic circle application in FY 2016: Smoke Hill Rd., Poplar Wood Dr., Hickory Nut Drive, Cherry Laurel Pkwy., Dahlia Dr., etc. Speed humps could also be added between intersections to reduce the number of traffic circles required to achieve traffic calming goals at this location (ie.consistently reduced speeds).

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added allocation for an FY 2018 project.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Bridge / Culvert Replacement & Repair	HW-14XX	Highways

DESCRIPTION:

Design, replace, rehabilitate and upgrade deteriorated metal culvert crossings with reinforced concrete pipe through the County's collector road network. Project may also include the upgrade of failing or inadequate storm drain systems which primarily drain public property.

The ability to replace, repair and upgrade storm drainage systems to adequate standards reduces localized flooding, pavement failure and safety concerns.

- A. Approved monies will be utilized to address consultant recommendations for structural repair and maintenance based on bi-annual Bridge Inspection Reports to include replacement of decking, safety railings, pilings, structural beams and bulkheads.
- B. Typical replacement and upgrade of deteriorated structures at major culvert crossings includes structures at the following locations:
Baptist Church Road at Forest Hall Branch (completed), Bayside Road at Cecil Creek (completed), Bayside Road at Tennyson Creek (FY 2010), Flat Iron Road at Warehouse Run (completed), Jones Road at Richneck Creek (completed), Oakville Road at Coatigan Run (completed), Bayside Road at Tenneson Creek (two locations), Blake Creek Road at Big Duke Creek, Busy Corner Road at tributary of St. Clements Creek, Davis Road at Indiantown Run, Drayden Road at Herring Creek, Flat Iron Road at Johns Creek, Flat Iron Road at Lennie's Creek, Maypole Road at Miski Run, Friendship School Road at Burnt Mill Creek, Lockes Hill Road at Lockes Swamp Creek, St. Jerome's Neck Road at Shea Alley Way, Jones Road at Toms Swamp Run, Hurry Road at Nelson Run (2007), Mechanicsville Road at Chaptico Creek and Coffee Hill Run, and Wildewood Parkway.
- C. Project may be utilized to address Board of County Commissioner approved storm drain enhancement projects such as Sandra Lane, River Road and Essex South closed storm drainage improvements which were completed prior. Easements and / or right-of-entry agreements are typically required.
- D. Other projects such as the replacement of decking to meet loading requirements, projects that resolve public drainage improvements or require easement approval from the Board of County Commissioners may be funded on a case-by-case basis.

PLANNING JUSTIFICATION:

National Bridge Inspection Standards require inspection, maintenance and repair programs be established on all public roads. Federal monies are utilized for periodic inspections on inventoried structures with supplemental inspections by the County. Project is consistent with Project 9 in the adopted 2006 Multi-Jurisdictional Hazard Mitigation Plan adopted by Resolution # 2006-35. Project also addresses the Adequate Public Facilities and infrastructure maintenance requirements of the Comprehensive Plan and Zoning Ordinance.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.

P. 11-1

LOCATION:

Various locations throughout the County.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	20,000	0	0	0	0	20,000	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION / REPAIR	0	0	0	0	0	0	0	0	0
BAYSIDE ROAD	120,000	0	0	60,000	0	0	0	60,000	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	140,000	0	0	60,000	0	20,000	0	60,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	140,000	0	0	60,000	0	20,000	0	60,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	140,000	0	0	60,000	0	20,000	0	60,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Bridge / Culvert Replacement & Repair	HW-14XX	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

- A. The Code of Federal Regulations, Subpart C, entitled National Bridge Inspection Standards, applies to all structures defined as "bridges" located on all public roads. As per subpart 650, 305, each bridge is to be inspected biannually, at regular intervals not to exceed two (2) years in accordance with the American Association of State Highways and Transportation Officials (AASHTO) Manual. Several of the inventoried structures require annual inspection. Program funding may be utilized for recommended safety corrections, minor paving adjacent to structures, structural and capacity analyses (ie for safety and weight restriction posting).
- B. An inventory of flooded conditions is also maintained, which includes Adkins Road, Bayside Road, Big Chestnut Road, Bishop Road, Bushwood Road, Chingville Road, Cornfield Harbor Road, Old Breton Beach Road, Old Hermanville Road, Palmer Road, Parsons Mill Road, Pincushion Road, River Road and St. Jerome's Neck Road.
- C. Typical costs for minor structure replacements and repairs are between \$20,000-\$50,000. Monies shown for design may be needed to effect STV Inc. consultant recommendations for immediate / critical repairs based on the formal Bridge Inspection reports.
- D. In 2010, the County received an National Bridge Inspection Standards (NBIS) substantial compliance document from the SHA regarding our I&M Program.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added additional project funding in FY 2018.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Recommendations for minor repair of bridge structures are prioritized and performed annually under the County Highways Division operating budget. Mandated inspections of inventoried bridge structures are currently being performed using current Federal Bridge allocations.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Streetscape Improvements	HW-14XX	Highways

DESCRIPTION:

Provide street tree plantings, lighting and other streetscape improvements along designated County roadways to enhance the aesthetic and rural character of the community in accordance with the Comprehensive Land Use Plan. Project will also assist in the revitalization efforts of Lexington Park.

- A. The project is supported by several provisions in the Comprehensive Land Use Plan and is recognized as a valuable supplement to future developer funded efforts along our County roadways.
- B. Creation of landscaping as a public amenity, a "Bay Friendly" environmental program, and promoting rural / scenic character is a desired element of our planned roadways network.
- C. Project may be used to supplement forest conservation requirements as a result of new County roadway construction which would be funded as separate projects and may also help address the consumption of natural resources by revitalizing existing development areas.
- D. Future projects may include the planting of an estimated 200 - 400 indigenous trees per year (2 1/2" caliper @ 6' height) along County roadways, and may also be used for brick pavers, sidewalks and town and village center signage.
- E. FY 2014/2016/18 projects may also include streetscape and street improvements (street trees, sidewalk benches, crosswalk pavers, lighting) along designated streets in Town Center areas identified in the Comprehensive Plan, in Development Districts as shown in the Tulagi Place Master Plan, at public facilities and priority funding areas. Public/private partnerships are also being developed that compliment existing SHA projects.

PLANNING JUSTIFICATION:

Projects are supported in the Lexington Park Plan in areas targeted for rehabilitation and revitalization. In addition, the Comprehensive Plan encourages that the County's unique rural character and attributes be maintained and enhanced. In addition, the Plan policy describes the desire to improve aesthetics along primary transportation routes, to designate scenic roadways, and in commercial core / higher density residential areas, to provide street tree plantings. For existing county maintained roadways, where ordinances did not require the minimization of the removal of trees associated with development activities, this project will help mitigate the impacts of tree removal along the roadway systems. The Road Ordinance requires streetscaping as an integral part of new developments.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

9.1.1.D Revitalize established business and commercial centers in designated growth areas. P. 9-7

LOCATION:

All Election Districts throughout the County.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	180,000	0	0	60,000	0	60,000	0	60,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	180,000	0	0	60,000	0	60,000	0	60,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	180,000	0	0	60,000	0	60,000	0	60,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	180,000	0	0	60,000	0	60,000	0	60,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Streetscape Improvements	HW-14XX	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

Monies are intended for enhancement to existing properties beyond Zoning Ordinance requirements and are not intended to coincide with new construction. Individual projects are brought to the Board of County Commissioners for approval. The County is also responsible for securing the necessary easements which includes appraisals and/or payment for same which may be funded from this project. The SHA will prepare the necessary plats and exhibits.

Prior projects include the following properties along MD 246: Dorsey/Decesarius, St. Mary's Motors/Taylor Gas, Toyota of Southern Maryland, Decker LineX, Memorial Sitting Garden and Lore's Laundry, Crystal Car Wash, CVS Pharmacy, Checkers Restaurant, Gibson County Sausage and Produce, and Street safety lighting in the Spring Valley neighborhood. Next projects are Lexington Park Restaurant (Roost), Phocus Video and MD 245 / Baldrige Street with future projects including; Lexington Park, Leonardtown, and development districts such as the Lexington Park Library street frontage and the pathway between Patuxent Park Subdivision and the Spring Valley development.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added FY 2018 project funding. During the last budget cycle FY 2011, FY 2013 and FY 2015 project funding was deferred to FY 2014 and 2016 respectively. This project is intended to supplement the LUGM Green Community Initiative (project AP1003), which is based on critical area disturbance. Prior project (HW0501) funding included approval of street/security lighting \$45,000 for the Colony Square South Subdivision. Approved by the BOCC on 5-16-2011 as a part of Lexington Park Revitalization efforts.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

The installation of decorative lighting impacts the County Highways Division Operating Budget each subsequent year. Cost for electric service is \$9 per light per month.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Roadway Base Widening	HW-15XX	Highways

DESCRIPTION:

This project addresses a prioritized listing of existing County maintained roadways that are recommended for widening to meet the minimum eighteen (18) foot width requirement. The proposed improvements also include a prioritized listing of shoulder improvements to address traffic safety issues in areas where higher bicycle/horse carriage volumes have been observed, and to address the need for improved pedestrian / bicycle access.

Priority 1: In FY 2015, Mattapan Road widening from MD 5 for 1/2 mile per BOCC 7-20-2010 correspondence (\$265,000). Priority 2: Wildewood Parkway 8' wide shoulder for a 4,800' pedestrian path from Hickory Nut to Misty Pond (\$345,500). Priority 3: Clarkes Landing Road widening of 5,370' from Blackstone Road to end (\$273,500). Priority 4: Town Creek Drive widening (\$241,500).

- A. There are currently 228 roadways (84 miles), approximately twenty percent (20%) of the roads maintained, that are less than eighteen feet in width.
- B. Evaluation of these roadways was included as a part of the adopted Countywide Transportation Plan in August 2006.
- C. High priority widening recommendations identified are: Bayview Road (16'), Piney Point Road south of Ball Point Road (14'), Point Breeze Road (14'), Old Hollywood Road (16') and Waterloo Road (17').
- D. Priority shoulder improvement areas include McIntosh Rd; with lower priority for Aviation Yacht Club Rd, Friendship School Rd, Jones Wharf Rd, Flat Iron Rd, Bishop Rd, Parsons Mill Rd, Maypole Rd, Pin Cushion Rd, Sunnyside Rd, Dixie Lyon Rd, Ryceville Rd, Lockes Crossing Rd, and New Market Village Rd. These roadways are typically collector roads with thru traffic volumes.
- E. An average of 1' to 4' of widening is required in order to achieve edge protection and the eighteen foot width.
- F. Individual projects may include base widening, shoulder, ditch, pipe work, clearing, and sidewalk / trail related work
- G. Construction should occur within existing rights-of-way and may be performed in conjunction with the County's pavement overlay contracts.
- H. Projects will be prioritized based on need, function, traffic volumes, and safety considerations. A minimum qualifying / eligibility criteria was established (i.e., an ADT below 300) as not all roadways less than 18' in width need to be widened.
- I. Several inquiries from communities have been received as previously recorded subdivisions have building rights and are not required to meet current Adequate Public Facilities requirements for roads (i.e., 0.22 miles of Deagles Boatyard Road in the 2nd ED).
- J. Future projects will be based on prioritized requests for pedestrian widening and the establishment of bicycle routes and connections as recommended in the adopted Countywide Transportation Plan. Future projects may also include widening for pedestrian walkways @ \$50 per linear foot (i.e. Lady Baltimore Avenue, Wilderness Road, Wildwood Parkway, etc.), implementing county-wide Transportation Plan widening recommendations to 18' in width @ \$200 per linear foot, and/or addressing possible Community Development Corporation recommendations.

PLANNING JUSTIFICATION:

3.1.2.B.i.b. Effect improvements and additions to the road network to correspond to and support the infrastructure needs.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship.
P. 11-1

LOCATION:

Various Locations Throughout the County

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	530,000	0	0	0	265,000	0	0	265,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION/TESTING	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	530,000	0	0	0	265,000	0	0	265,000	0

FUNDING SOURCE	Total Project	Prior Approval	Five Year Capital Program						Balance to Complete
COUNTY FUNDS:			FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	530,000	0	0	0	265,000	0	0	265,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	530,000	0	0	0	265,000	0	0	265,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Roadway Base Widening	HW-15XX	Highways

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added project funding in FY 2018.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
St. Jerome's Creek Jetties	MA-1101	Marine

DESCRIPTION:

Provide long term corrective measures to address channel shoaling of approximately 6,800 cubic yards per year, sediment transport / deposition from the north and south of the inlet which requires repeated dredging of the federal navigation channel / County Southern Prong and turning basin.

A. The Army Corps of Engineers (ACoE) evaluated several alternatives to address this location and made recommendations to the BOCC on 10-26-2010. On 5/17/2011 the BOCC selected Timber Guard as the preferred material type.

B. The BOCC where presented with eight alternative designs in May, 2011.

C. Prior Project MA-0401 was completed in 2006 and included the dredging of approximately 66,000 cubic yards from the channel and the leasing of a Dredge Material Placement (DMP) site.

D. Bathymetry data was collected by the ACoE, model shoaling patterns were computer generated to match existing wave & littoral drift patterns, shoaling reduction rates were calculated and channel elevation data between 1991-2009 was utilized to determine the most effective option(s).

E. Improvements to navigation, need for auxiliary structures and private property impacts were included as a part of the analysis. Preliminary cost estimate is based on the need for two parallel jetties, possible breakwaters, lease of a DMP site and 50-year maintenance by the ACoE.

F. Project is planned for 90% Federal Funding and 10% local funding. However, the Department of Natural Resources programs may be able to fund the County's share through an eligible grant. DMP site lease and prep costs are a 100% County responsibility.

G. Acquisition and lease of a suitable DMP site will be the County's responsibility.

H. To be eligible for Section 107 federal program funding, estimated total project costs for the Corps share cannot exceed a \$7M threshold. Amounts above the Continuing Authorities Program (CAP) Section 107 funding limit of \$7M, must be funded by the County.

I. An 8 year extension to the DMP site used during the prior dredging project is expected to be renewed for this project in CY 2012. Approximately \$450,000 is anticipated to be required to complete the close-out of the DMP site. DMP sites are a 100% local responsibility.

PLANNING JUSTIFICATION:

The Evaluation of Alternatives was performed by the Army Corps of Engineers as the repeated dredging of the federal navigational channel is not cost effective. The Comprehensive Plan supports projects that are complimentary to water dependent recreational and access activities. Project was prioritized based on need, demand and benefit to the boating public.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

9.1.5 Encourage recreation-oriented businesses. P. 9-10

LOCATION:

1st Election District Ridge area off Airedale Road, just South of Ridge E.S. / St. Jerome's Point

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COMPLETE FEASIBILITY STUDY	1,073,436	108,000	0	965,436	0	0	0	0	0
PLANS & SPECIFICATIONS	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	8,580	0	0	8,580	0	0	0	0	0
CONSTRUCTION OF JETTIES	8,045,300	0	0	4,582,475	3,462,825	0	0	0	0
U.S. Treasury Payback	0	0	0	0	0	0	0	0	0
DMP SITE LEASE / CLOSE-OUT	575,000	0	125,000	0	0	0	0	0	450,000
TOTAL COSTS	9,702,316	108,000	125,000	5,556,491	3,462,825	0	0	0	450,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	2,656,696	0	0	1,447,599	759,097	0	0	0	450,000
LOCAL TRANSFER TAX	1,327,723	54,000	125,000	0	255,370	893,353	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS DESIGN	922,892	54,000	0	868,892	0	0	0	0	0
FEDERAL FUNDS CONSTRUCTION	4,795,005	0	0	3,240,000	2,448,358	(893,353)	0	0	0
TOTAL FUNDS	9,702,316	108,000	125,000	5,556,491	3,462,825	0	0	0	450,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
St. Jerome's Creek Jetties	MA-1101	Marine

OTHER BACKGROUND INFORMATION/COMMENTS:

Anticipated costs are as follows:

Phase	Total Cost	Federal Share	County Share	Comment(s)
Feas Study	\$100,000	\$100,000		Federally funded up to the first \$100K (NOT IN THIS PROJECT)
Bal. of Study	\$577,500	\$288,750	\$288,750	Budgeted in MA0902 50/50 split
Bal. of Study	\$108,000	\$54,000	\$54,000	Funded at 50% Fed / 50% County
Design	\$965,436	\$868,892	\$96,544	Funded at 90% Fed / 10% County
Note: The above design total includes \$400,000 of Prior Approval monies shown in the CIP				
Land (DMP)	\$133,580		\$133,580	LERRD and DMP site lease are County responsibilities
Construction	\$8,045,300	\$5,688,358	\$2,356,942	Normally funded at 90% Fed / 10% County (unless over cap)
Close-out	\$450,000		\$450,000	\$7M Federal cap on 90/10 share grants
Total Project	\$10,379,816	\$7,000,000	\$3,379,816	\$7M Federal cap on 90/10 share grants
		\$893,353		U.S Treasury 10% payback for Section 107 projects
Cost		\$4,273,169		Total County MA1101

Note: Can be paid back up front OR over a ≤ 30 year period with interest. Can get credit for right-of-ways and DMP (DPWT estimate using prior site: \$250,000)

The St. Patricks Creek project may move forward concurrently as the spoils material generated by this project could be used for beach replenishment

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Funding shift and DMP costs / close-out added to FY 2013 / Balance to Complete, respectively. The Army Corps of Engineers requested additional design funding of \$108,000-to be funded at 50/50 with \$10,750 of the County share allowable in the form of in-kind services performed by County staff. As a result, feasibility studies for eight different alternative designs were developed outside the original scope of work.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS & UTILITIES	0	0	0	0	0	0
FUEL AND OIL	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
St. Patrick Creek Maintenance Dredge	MA-1201	Marine

DESCRIPTION:

Federal Navigation Maintenance Dredge Project through the US Army Corps of Engineers (ACoE).

- A. Staff performed field visit in Spring of 2010 as per request of Colton's Point Marina to verify severe shoaling of navigation channel.
- B. Army Corps of Engineers December 2009 Conditions survey confirmed field visit findings.
- C. Army Corps of Engineers estimates 13,000-15,000 cubic yards of dredge material needs to be dredged. Would require 3 acre DMP site or instead the material could be used as beach replenishment nearby as suggested by the Corps.
- D. ACoE estimates \$140,000 for design and \$600,000 for dredge construction. Project will require a a Dredge Material Placement (DMP) site. A DMP site lease is included as a project cost, with additional cost to close-out the site in the future (estimated \$100,000 prior to FY 2020). DMP costs are a 100% County responsibility.
- E. Staff would apply for MD Dept. of Natural Resources Waterway Improvement Grant to acquire the DMP site lease if beach replenishment was not selected.
- F. BOCC indicated at its 10/26/10 meeting their desire to use a DMP site to serve any dredge project for St. Patrick Creek and White's Neck Creek, should the White's Neck Creek Dredge Project move forward.

PLANNING JUSTIFICATION:

The Comprehensive Plan supports projects that are complimentary to water dependent recreational and access facilities. Army Corps of Engineers states that currently funding is unavailable, but a liaison with Congressman Hoyer's office, has advised that they will attempt to secure Federal Funds for FY2013 and FY2014 through the Corps Navigation Program.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

9.1.5 Encourage recreation-oriented businesses. P. 9-10

LOCATION:

7th Election District. Colton's Point

APPROPRIATION PHASE	Total								Balance to Complete
	Project	Approval	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	140,000	140,000	0	0	0	0	0	0	0
LAND ACQUISITION	100,000	0	0	100,000	0	0	0	0	0
DREDGING	600,000	0	0	600,000	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
DMP SITE LEASE	100,000	0	0	100,000	0	0	0	0	0
MAINTENANCE FEE (10%)	0	0	0	0	0	0	0	0	0
TOTAL COSTS	940,000	140,000	0	800,000	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	100,000	0	0	100,000	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	100,000	0	0	100,000	0	0	0	0	0
FEDERAL FUNDS	740,000	140,000	0	600,000	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	940,000	140,000	0	800,000	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
St. Patrick Creek Maintenance Dredge	MA-1201	Marine

OTHER BACKGROUND INFORMATION/COMMENTS:

BOCC received a formal response from the State on 7/5/11 stating that there was no FY 2012 funding available for the project. Further research shows that this creek is a Federal channel. Call was placed to COE on June 18, 2010 to the COE who provided a preliminary cost estimate based on their August 2009 conditions survey and project the cost of surveys, dredge, and DMP costs would be \$740,000. On June 17, 2010 met with community representatives to evaluate the possible project scope.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Move FY 2013 funding to FY 2014 and added \$100,000 for possible DMP site lease.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS & UTILITIES	0	0	0	0	0	0
FUEL AND OIL	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
St. Andrews and St. Clements Landfill Mitigation	SW-1301	Solid Waste

DESCRIPTION:

Provide the evaluating, design and construction of remediation measures in accordance with the approved Solid Waste Management Plan and Maryland Department of the Environment requirements. In response to ongoing field monitoring that influenced the current remediation design, FY 2013 monies are required to install a supplemental gas intercepting trench adjacent to a portion of the St. Clements Landfill with a ventilation system and solar flare. The Engineers estimate was received on March 21, 2012. The draft Assessment of Corrective Measures (ACM) Report for St. Andrews Landfill Area B (submitted on 4-23-2012) includes additional remediation recommendations (FY 2014) for review and approval by the MDE.

PLANNING JUSTIFICATION:

In accordance with Maryland Department of the Environment direction based on on-going environmental assessment and monitoring events at the landfill sites. The State approved the County's Comprehensive Solid Waste Management and Recycling Plan which included recommendations to continue to conduct environmental assessments, according to established protocol for such surveys, assessments of corrective efforts and/or remediation efforts on properties owned by the County where landfilling activities historically occurred. In addition, to complete the landfill gas remediation measures at the St. Andrews and Clements Landfills.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

3.1.2.C. Meet increasing demand for solid waste management through use of traditional and innovative methods.

LOCATION:

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
SITE EVALUATION(S)	0	0	0	0	0	0	0	0	0
PHASES 1-3 REMEDIATION	0	0	0	0	0	0	0	0	0
PHASE 4 REMEDIATION	613,770	0	385,000	228,770	0	0	0	0	0
CONTINGENCIES	128,631	0	60,000	68,631	0	0	0	0	0
TOTAL COSTS	742,401	0	445,000	297,401	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	297,401	0	0	297,401	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	445,000	0	445,000	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	742,401	0	445,000	297,401	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
St. Andrews and St. Clements Landfill Mitigation	SW-1301	Solid Waste

OTHER BACKGROUND INFORMATION/COMMENTS:

The required draft Assessment of Corrective Measures Report (ACM) to address groundwater contamination and implementation of remediation measures at St. Andrews Landfill was required to be submitted to the Maryland Department of the Environment (MDE) on April 23, 2012. The report included recommendations for Area B to implement phytoextraction methods @ \$99,950 and to install a minor gas system expansion (two additional well heads) @ \$128,820. St. Clements Landfill does not require an ACM, but does require the implementation of remediation efforts as per the MDE.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Added the proposed scope and costs of Phase 4 remediation at St. Clements Landfill. Contingency monies are also being requested to account for cost deviation from the engineer's estimate and to initiate any new MDE requirements following their review of the ACM for St. Andrews Landfill as described above.

IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	INCREMENTAL OPERATING COSTS					
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING	0	0	0	0	0	0
	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	12,955	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0					0
TOTAL COSTS	0	12,955	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

The \$12,955 of incremental operating increases is based on the draft Assessment of Corrective Measures (ACM) Report submitted to the MDE on 4-23-2012 and is comprised of additional semi-annual groundwater monitoring @ \$6,090 and incremental weekly monitoring / well head maintenance \$6,865.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Agriculture Land Preservation Programs	AP-1001	Land Conservation
DESCRIPTION: Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources. A. The County provides matching funds for the Maryland Agriculture Land Preservation Foundation Program. Each year the Maryland Agricultural Land Preservation Foundation (MALPF) requests the amount of matching funds the County has available to commit to the MALPF program. The State has a general allotted amount of \$350,000 available to every County. In the matching funds program, for every dollar the County allocates, the State matches it with \$1.50 up to a maximum of \$2,000,000. As long as the State provides this level of matching funds and there is a demand for the program the County expects to continue to provide the maximum amount of matching funds to leverage the most state dollars. Matching funds for the MALPF program will be the priority for FY2013 dedicated funding sources. B. The County has the option to provide matching funds for the Rural Legacy Program. The Patuxent Tidewater Land Trust and St. Mary's County Government are co-sponsors of the Rural Legacy project in the Huntersville area and the Mattapany Rural Legacy area. Staff recommends that any dedicated funds collected above \$660,000 for the MALPF program, Forest Conservation Fee-in-lieu, and TDR Fee-in-lieu collections, be dedicated as matching funds to the Rural Legacy program. The funds would be used by the Trust to acquire easements over several large parcels of rural property along the Patuxent River in the Huntersville area and land South of the Lexington Park Development District between the Chesapeake Bay and Rt. 5 south to Ridge in the Mattapany area.		
PLANNING JUSTIFICATION: Chapter 3 of the Comprehensive plan.		
COMPLIANCE WITH COMPREHENSIVE PLAN SECTION: 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26		
LOCATION: Rural Preservation District		

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
EASEMENT ACQUISITION	17,061,906	6,645,239	1,666,667	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSULTING	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
DIRECT VENDOR PAY	0	0	0	0	0	0	0	0	0
TOTAL COSTS	17,061,906	6,645,239	1,666,667	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
LOCAL TRANSFER TAX	1,816,920	633,333	183,587	200,000	200,000	200,000	200,000	200,000	0
RECORDATION TAX	3,800,000	1,400,000	400,000	400,000	400,000	400,000	400,000	400,000	0
TDR FEE-IN-LIEU	334,000	334,000	0	0	0	0	0	0	0
AG TAX	450,000	150,000	50,000	50,000	50,000	50,000	50,000	50,000	0
FOREST CONSERVATION FEE	660,986	377,906	33,080	50,000	50,000	50,000	50,000	50,000	0
STATE FUNDS	10,000,000	3,750,000	1,000,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	0
TOTAL FUNDS	17,061,906	6,645,239	1,666,667	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Agriculture Land Preservation Programs	AP-1001	Land Conservation

OTHER BACKGROUND INFORMATION/COMMENTS:

Land Preservation funding needs

- * There are 15 property owners who have letters of interest on file in the Mattapan Rural Legacy Area.
- * 1,659.3 acres @ \$5,175 per acre = \$8,586,877.50.00 needed to purchase easements on the 15 properties on file in the Mattapan Rural Legacy Area.
- * \$500,000 is available for Mattapan Rural Legacy Area
- * There are 7 property owners who have letters of interest on file in the Huntersville Rural Legacy Area.
- * 499.51 acres @\$5,175 per acre = \$2,584,964.25 needed
- * No funding is available for Huntersville Rural Legacy Area.
- * There were 33 property owners who have applied to sell their easements in FY 2011 to the Maryland Agriculture Land Preservation Foundation (MALPF). MALPF combined their FY 2011 & FY 2012 easement application cycle and accepted the 16 top ranked (using the Land Evaluation Site Assessment (LESA) scoring system) properties for easement consideration. \$10,323,836.22 would be needed to cover all 16 applicants. New applications will be accepted for FY2013.
- * Staff is investigating the use of military encroachment funds. This would require a 50% match in the Mattapan Rural Legacy Area. If these funds become available, the County may want to shift MALPF funds to the Rural Legacy Program.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The Approved FY2012 Plan accounted for full funding from the State. During FY2011 the State modified their funding plan and combined fiscal years 11 and 12. Thus the County project now reflects a full match for the combined fiscal years 11 and 12. In addition to the MALPF program, matching funds are being budgeted for the Rural Legacy Program.

An additional change is the result of consolidating the Transfer of Development Rights Project AP1002 into this Ag Land Preservation Project, represented in its own funding line at \$100,000 each fiscal year. Also, \$234,000 of TDR's is represented in Prior Approval Funding.

Agricultural Recordation Tax Revenue is reduced based on actual collections and projections.

Forest Conservation Fee Projects (prior year Project No. AP1004) have been consolidated with this Program.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Green Community Initiative - Critical Area Planting	AP-1003	Agricultural Preservation

DESCRIPTION:

The Department of Land Use and Growth Management will continue to work with the Dept. of Recreation & Parks, the Dept. of Public Works & Transportation and the Dept. of Natural Resources to seek out additional, yet to be identified projects, in this ongoing "Green Community Initiative".

Monies collected to allow applicants to pay "Fees-in-Lieu" for the cost of required plantings of trees and/or shrubs to satisfy Critical Area regulations as they pertain to development approvals in the Critical Area overlay zone. The collected funds also include forfeited forestation bond monies from applicants breaching their Critical Area Planting Agreements. By law, these monies must be spent on plantings in the Critical Area overlay zone, on either applicants property or other Critical Area zoned land in St. Mary's County.

PLANNING JUSTIFICATION:

Zoning Ordinance Section 72.3.5 describes critical area planting specifications and gives additional information on requirements and limitations.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

5.11.2 Protect green infrastructure, wildlife corridors from the impacts of development and human activity. P. 5-22

LOCATION:

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
CONSTRUCTION - OCS	167,956	167,956	7,971	5,000	5,000	5,000	5,000	5,000	0
SITEWORK	0	0	0	0	0	0	0	0	0
INSPECTION / MATERIAL TESTING	0	0	0	0	0	0	0	0	0
EQUIPMENT (includes IT)	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
Town EDU Impact Fees	0	0	0	0	0	0	0	0	0
TOTAL COSTS	167,956	167,956	7,971	5,000	5,000	5,000	5,000	5,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES (Mitigation)	167,956	167,956	7,971	5,000	5,000	5,000	5,000	5,000	0
TOTAL FUNDS	167,956	167,956	7,971	5,000	5,000	5,000	5,000	5,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Green Community Initiative - Critical Area Planting	AP-1003	Agricultural Preservation

OTHER BACKGROUND INFORMATION/COMMENTS:

Projects will be prioritized and managed by the Department of Land Use and Growth Management. Priority will be given to projects proposed by the Department of Public Works and Transportation and the Department of Recreation and Parks.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The FY 2013 budget request is based on the balance of actual collections through FY2011.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Lancaster Park Improvements	RP-1201	Recreation and Parks

DESCRIPTION:

Construct additional parking and multi-purpose practice fields for youth sports at Lancaster Park (football, soccer, and lacrosse). Lancaster is currently very heavily used, particularly in the fall for youth football, and there is inadequate parking and practice space. As a result, parking is occurring along Willows Road which is an unsafe situation for children and families. Undeveloped land is available in the park to accommodate both needs.

Anticipated Design Approvals - November 1, 2013

Anticipated Construction Start Date - April 1, 2014

Anticipated Construction Completion - April 1, 2015

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2.D (page 10-5).

The project is also consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities. P. 10-5

LOCATION:

8th Election District.

21550 Willows Road

Lexington Park, MD

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	75,000	75,000	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	600,000	0	600,000	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	675,000	75,000	600,000	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	98,100	38,100	60,000	0	0	0	0	0	0
IMPACT FEES	576,900	36,900	540,000	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	675,000	75,000	600,000	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Lancaster Park Improvements	RP-1201	Recreation and Parks

OTHER BACKGROUND INFORMATION/COMMENTS:

Lancaster Park is heavily used by youth sports teams practicing weekday evenings and playing games on weekends. There is a need for additional practice areas to accommodate the growing number of football, soccer, and lacrosse teams in the Lexington Park area. Also, additional parking is needed to accommodate youth sports traffic as well as for those using the playground, basketball court, fitness trail, picnic pavilion, off-leash dog park, and disc golf course. Additional parking will also be needed at peak times to handle visitation to the U.S. Colored Troops Civil War Memorial being constructed in the park. A lease modification has been executed between the BOCC and the Navy for these park improvements as the Lancaster Park property is owned by the federal government.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

No change

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	5,000	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	5,000	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Additional practice fields will need to have grass cut weekly during the growing season, April-October.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE:	PROJ. NO.	PROJECT CLASSIFICATION
Civil War Memorial - Interpretive/Community Center	RP-1301	Recreation and Parks

DESCRIPTION:

In cooperation with the UCAC, this project will utilize a State Bond Bill to enable enhancements to the U.S Colored Troops Memorial Park and for reuse of the former Flat Tops house on the south parcel of Lancaster Park. The County match for the project is previously expended funds used to stabilize and construct an adjacent picnic pavilion. Stabilization and reuse of the building were requirements of the Maryland Historic Trust related to State funds for the Lexington Manor property. The renovated building will provide opportunities for interpretation of the U.S. Colored Troops memorial as well as other contributions to St. Mary's County. The center will also be available for use by the UCAC, the Marine Corps League, and other community groups programs. The renovation will also include a restroom with direct access from the exterior for users of the adjacent picnic pavilion and Lancaster Park.

Anticipated Construction Start Date - January 1, 2013

Anticipated Construction Completion Date - October 1, 2013

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2D (page 10-5).

The project is consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs at the State and County goals.

The project is further identified on page 111-19, table 10 as a facility rehabilitation recommendation for short-range FY 2012 - FY 2013.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities for environmental, aesthetic, and cultural quality. P. 10-5

LOCATION:

8th Election District
21550 Willows Road
Lexington Park, MD 20653

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program				
				FY 2014	FY 2015	FY 2016	FY 2017	
ARCHITECT/ENGINEERING	10,000	0	10,000	0	0		0	
LAND ACQUISITION	0	0	0	0	0	0	0	
CONSTRUCTION	125,000	0	125,000	0	0	0	0	
DEMOLITION	0	0	0	0	0	0	0	
INSPECTION	10,000	0	10,000	0	0	0	0	
UTILITIES	5,000	0	5,000	0	0	0	0	
EQUIPMENT	0	0	0	0	0	0	0	
OTHER	0	0	0	0	0	0	0	
TOTAL COSTS	150,000	0	150,000	0	0	0	0	

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program				
				FY 2014	FY 2015	FY 2016	FY 2017	
COUNTY FUNDS:								
COUNTY BONDS	0	0	0	0	0	0	0	
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	
IMPACT FEES	0	0	0	0	0	0	0	
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	
STATE FUNDS- Bond Bill	150,000	0	150,000	0	0	0	0	
FEDERAL FUNDS	0	0	0	0	0	0	0	
OTHER SOURCES	0	0	0	0	0	0	0	
TOTAL FUNDS	150,000	0	150,000	0	0	0	0	

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE:	PROJ. NO.	PROJECT CLASSIFICATION
Civil War Memorial - Interpretive/Community Center	RP-1301	Recreation and Parks

DESCRIPTION:

In cooperation with the UCAC, this project will utilize a State Bond Bill to enable enhancements to the U.S Colored Troops Memorial Park and for renovation of the interior of the former Flat Tops house on the south parcel of Lancaster Park. The County match for the project is previously expended funds used to stabilize the house and to construct an adjacent picnic pavilion. Stabilization and reuse of the building were requirements of the Maryland Historic Trust related to State funding used to acquire the Lexington Manor property. The renovated building will provide opportunities for interpretation of the U.S. Colored Troops memorial as well as other African Americans contributions to St. Mary's County. The center will also be available for use by the UCAC, the Marine Corps League, and other community groups for meetings and programs. The renovation will also include a restroom with direct access from the exterior for users of the adjacent picnic pavilion and Lancaster Park.

Anticipated Construction Start Date - January 1, 2013

Anticipated Construction Completion Date - October 1, 2013

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2D (page 10-5).

The project is consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals.

The project is further identified on page 111-19, table 10 as a facility rehabilitation recommendation for short-range FY 2012 - FY 2013.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5

LOCATION:

8th Election District
21550 Willows Road
Lexington Park, MD 20653

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	10,000	0	10,000	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	125,000	0	125,000	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	10,000	0	10,000	0	0	0	0	0	0
UTILITIES	5,000	0	5,000	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	150,000	0	150,000	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS- Bond Bill	150,000	0	150,000	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	150,000	0	150,000	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Civil War Memorial - Interpretive/Community Center	RP-1301	Recreation and Parks

OTHER BACKGROUND INFORMATION/COMMENTS:

The County and UCAC were co-grantees on a previous \$150K State bond bill to construct a memorial at Lancaster Park to commemorate the contributions of the U.S. Colored Troops and all Union soldiers and sailors during the Civil War. Three St. Mary's County residents received the Medal of Honor from President Abraham Lincoln for their valor during the Civil War. R&P was closely involved with UCAC organizers with site selection, site planning, bond bill grant agreements and administration, and project management. A second State bond bill for an additional \$150K was previously approved and revised to enable the County and UCAC to be co-grantees and to expand the scope to include memorial park improvements and interior renovations to the Flat Tops House. Discussion has been initiated between R&P (including the Museum Division Manager), Tourism, and UCAC representatives regarding renovations to the building and other opportunities for grant funding to develop interpretive signs, exhibits, etc.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

New project.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING - Hourly	0	7,500	0	0	0	0
PERSONAL SERVICES COSTS	0		0	0	0	0
CONTRACTED SERVICES - Janitorial	0	2,500	0	0	0	0
SUPPLIES & MATERIALS	0	2,000	0	0	0	0
UTILITIES	0	3,000	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	15,000	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Hourly staff will be needed to assist with managing usage of the building to include coordinating scheduling and opening and closing the building. Other costs include janitorial to clean the building, cleaning supplies and paper products, and heating and electric costs.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

N/A

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Recreation Facilities and Park Improvements	RP-0903	Recreation and Parks

DESCRIPTION:

This project addresses capital improvements at existing recreation facilities and parks. This includes painting and renovating indoor recreation facilities and park restrooms; replacing flooring at the Leonard Hall Recreation Center and surfacing at the Nicolet Park sprayground; constructing new playgrounds at Fifth District Park and Miedzinski Park; replacing athletic field lighting systems at two parks and installing new lighting systems at three parks; replacing deteriorated ballfield fencing at several parks; constructing picnic shelters at four parks; installing shade structures, replacing the pool cover, and replacing the air inflated "bubble" at the Great Mills Pool; paving park roads and parking areas; and installing an air conditioning system at the Margaret Brent Recreation Center.

FY 2013: Paint Great Mills Pool bath house- \$15,000; install shade structures for pool - \$20,000; and replace deteriorated pool cover- \$25,000. Replace ball field lighting at Fifth District and Dorsey Parks - \$300,000

FY 2014: Replace the gymnasium flooring at Leonard Hall Recreation Center - \$175,000; Replace tennis courts at Chancellor's Run, 5th District, and Jarboesville Parks - \$225,000; Construct pedestrian pathways at Nicolet Park - \$125,000

FY 2015: Replace deteriorated baseball and softball field fencing at numerous parks - \$170,000; Renovate basketball courts at 5th District, Dorsey, Cardinal Gibbons, and Jarboesville Parks - \$60,000; Pave road and parking lots at Cecil Park - \$221,000; and pavement repair at Dorsey and Seventh District Park's entrance roads - \$10,000.

FY 2016: Construct shelters adjacent to four existing playgrounds - \$80,000; Replace rubber surfacing at Nicolet Park Sprayground - \$35,000; Install new lighting system for multi-purpose athletic field at Lancaster Park - \$250,000; Replace deteriorated asphalt walkways at numerous parks for ADA compliance - \$200,000; and asphalt overlay at Chancellor's Run Park - \$20,000

FY 2017: Replace "bubble" at the Great Mills Pool - \$150,000; replace playground at Wieck Park - \$170,000; Install new lighting system for multi-purpose athletic field at Dorsey Park - \$250,000;

FY 2018: Install an air conditioning system at Margaret Brent Recreation Center - \$100,000; Renovate restroom buildings at Dorsey, Fifth District, Cecil and Cardinal Gibbons Parks - \$60,000 (\$15,000 each); Construct new playground at Fifth District Park - \$150,000; Install new lighting system for multi-purpose athletic field at Cecil Park - \$250,000

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2.D (page 10-5). The project is consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals.

Compliance with Comprehensive Plan Section

10.2.2.D Create new and enhanced parks and recreation facilities. P. 10-5

LOCATION:

Various locations throughout the County

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
PARK IMPROVEMENTS & FENCING	405,997	60,997	0	0	170,000	115,000	0	60,000	0
REC. CENTER IMPROVEMENTS	320,000	45,000	0	175,000	0	0	0	100,000	0
COURT REFURBISHING	285,000	0	0	225,000	60,000	0	0	0	0
BALLFIELD LIGHTING	1,050,000	0	300,000	0	0	250,000	250,000	250,000	0
GREAT MILLS POOL	245,000	35,000	60,000	0	0	0	150,000	0	0
PLAYGROUNDS	320,000	0	0	0	0	0	170,000	150,000	0
PARK ROADS & WALKWAYS	576,000	0	0	125,000	231,000	220,000	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	3,201,997	140,997	360,000	525,000	461,000	585,000	570,000	560,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	102,808	0	0	102,808	0	0	0	0	0
LOCAL TRANSFER TAX	2,704,329	106,137	0	422,192	461,000	585,000	570,000	560,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	294,860	34,860	260,000	0	0	0	0	0	0
STATE FUNDS - POS	100,000	0	100,000	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	3,201,997	140,997	360,000	525,000	461,000	585,000	570,000	560,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Recreation Facilities and Park Improvements	RP-0903	Recreation and Parks

OTHER BACKGROUND INFORMATION/COMMENTS:

FY 2013: Painting of the bath house and replacement of the deteriorated pool cover is needed at the eight year old Great Mills Pool. The cover is needed to put the bubble up and take it down each year. The shade structures are needed for the outdoor pool in the summer. The field lighting systems at the Dorsey Park football field and Fifth District Park baseball field need to be replaced. Both lighting systems are more than twenty years old, energy inefficient, and the lighting is inadequate; also, the wooden poles for both systems are more than forty years old and in poor condition.

FY 2014: Replace the gym flooring at Leonard Hall Rec. Center to accommodate heavy year round use for sports and special events. The existing flooring will be 20 years old when replaced and in poor condition. Replace two tennis courts and fencing at Chancellor's Run, 5th District, and Jarboesville Parks (total of six courts) due to age and deterioration. Average life span for asphalt courts is 15 years and these courts are all over 20 years old. Also, construct pathway(s) within Nicolet Park per citizen complaints to connect Spring Valley and Patuxent Park communities.

FY 2015: The fencing project will replace deteriorated baseball/softball field fencing at seven parks to address safety concerns. Basketball project replaces courts at 5th District, Dorsey, Cardinal Gibbons, and Jarboesville Parks due to age and deterioration. Courts are 25+ yrs. old and have exceeded life expectancy. Paving project will asphalt Cecil Park road and parking areas and patch damaged areas at Dorsey and Seventh District parks.

FY 2016: Small shelters are needed at Lancaster, Chaptico, Seventh District, and Cardinal Gibbons' parks to provide shade and picnic areas next to playgrounds. Rubber surfacing needs to be replaced at the Nicolet Park Sprayground due to deterioration. The surfacing will be twelve years old in FY 2016. A new lighting system is proposed for a multi-purpose athletic field at Lancaster Park to increase playing time. Deteriorated walkways need to be replaced at numerous parks for ADA compliance; and an asphalt overlay of the Chancellors Run Park road and parking areas is needed.

FY 2017: Replace the "bubble" at the Great Mills Pool. The average life expectancy is 15 years and this one will be 14 years old. A replacement playground at Wieck's Park is proposed; the existing wooden structure will be 20 years old in 2017 and the average life span for these structures is 20 years. A new lighting system is also proposed for a multi-purpose athletic field at Dorsey Park to increase playing time.

FY 2018: Install air conditioning at the Margaret Brent Rec. Center to enable year-round programming. Holding activities during the summer is difficult due to the extreme heat. Renovate park restroom buildings at Dorsey, Fifth District, Cecil and Cardinal Gibbons parks. The restroom buildings at these parks are thirty years old and the lights, fixtures and plumbing are deteriorating. Also, light multi-purpose athletic fields at Cecil Park to increase playing time. Construct a new playground at Fifth District Park. The park has been without a playground for 10 years because of space constraints. With the addition of new athletic fields from a previous capital project, space is available for a playground adjacent to the picnic shelter.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

FY13, Increased the ballfield lighting project cost at Dorsey and Fifth District Parks by \$100,000 due to increased costs and needed service upgrades. Moved \$20,000 forward from FY16 to FY13 for shade structures for the pool as other pool items were being addressed. **FY2014,** consolidated separate tennis court and park road/parking projects into this project with no cost changes. **FY2015,** new \$60,000 replacement of four basketball courts at various parks. Also, moved Cecil Park road and parking project into this project. **FY 2016,** Moved replacement of ADA walkways at various parks and overlaying Chancellor's Run Park road and parking to this project and moved forward one year with no cost change; new request for \$35,000 for replacement of rubber surfacing at the Nicolet Park Sprayground. New request for \$250,000 for athletic field lighting and service upgrade at Lancaster Park. In **FY2017,** new request for \$250,000 for lighting a multi-purpose athletic field at Dorsey Park and for \$170,000 for a replacement playground at Wieck's Park.

In **FY 2018,** new request for \$60,000 to renovate four park restroom buildings (\$15,000 each) and install an air conditioning system at Margaret Brent Rec. Center (\$100,000). Also requested is lighting for a multi-purpose athletic field at Cecil Park (\$250,000) and a new playground at Fifth District Park (\$150,000).

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	1,500
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	1,500

DISCUSSION OF OPERATING BUDGET IMPACT:

Additional funding will be needed for electric costs for new air conditioning system at Margaret Brent Recreation Center installed as a result of FY 2018 project. Electric costs for operating new athletic fields proposed in FY2016 - FY2018 will be paid from user fees and administered through the Recreation Enterprise Fund.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Three Notch Trail - Phase Six	PA-1101	Recreation and Parks

DESCRIPTION:

Phase Six: Mechanicsville to New Market (Rt. 5 to Rt. 236, 5 mile section)

This project continues development of the Three Notch Trail (TNT), a 10 ft. wide multi-use trail on the former railroad right-of-way. Funding requested in FY 2014 will enable construction of Phase Six, a five mile section from Mechanicsville to New Market (Rt. 5 to Rt. 236). The TNT will enable walking, bicycling, running, roller blading, and horseback riding (in some sections). The trail will also serve as a transportation alternative including horse and buggy access where necessary from

Cost Estimate and Source of Funding:

Cost Estimate: **\$2,870,720** (Const. \$2,365,655; A&E \$217,500; Proj. Mgmt/Inspect. \$51,000; Conting. \$236,565).

Source of Funding: FY 2011 A&E (State \$150,000; County \$67,500); FY 2013 - \$1,985,540 Construction (State \$470,180; Federal \$1,435,360; National Rec Trails \$80,000); FY 2014 - \$667,680 for Construction (State \$225,000; County \$402,680 and National Rec Trails \$40,000).

Anticipated Design Approvals - May 1, 2013

Anticipated Construction Start - December 1, 2013

Anticipated Project Completion - October 1, 2014

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need for a bicycle plan in section 11.5 (Bicycle and Pedestrian Accommodations) including a goal to "provide expanded pedestrian and bicycle recreational and transportation opportunities (section 11.5.3)." The Comprehensive Plan also indicates the County should "provide sidewalks, walking paths, and bike paths and lanes as requirements of road systems and to connect other public and private sites (page 11-10).

The project is consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals. The project is further identified on page III-19, table 10 as a facility development project.

The project is also consistent with the 2005 Lexington Park Development District Master Plan (page 84) and the 2006 St. Mary's County Transportation Plan (page 80). Finally, the Southern Maryland Regional Trail and Bikeway System Study (June 2001) recommends developing the Three Notch Trail as one of the regions top trails priorities. This plan was adopted by the Board of County Commissioners in 2001.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10

LOCATION:

Parallel to Route 235 and Route 5.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	217,500	217,500	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	2,365,655	0	1,985,540	380,115	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION/PROJ. MGMNT.	51,000	0	0	51,000	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
CONTINGENCIES	236,565	0	0	236,565	0	0	0	0	0
TOTAL COSTS	2,870,720	217,500	1,985,540	667,680	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
PARK IMPACT FEES	470,180	67,500	0	402,680	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS- POS and MHAA	845,180	150,000	470,180	225,000	0	0	0	0	0
FEDERAL TRANS. ENHANCEMENTS	1,435,360	0	1,435,360	0	0	0	0	0	0
OTHER - NATIONAL REC. TRAILS	120,000	0	80,000	40,000	0	0	0	0	0
TOTAL FUNDS	2,870,720	217,500	1,985,540	667,680	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Three Notch Trail - Phase Six	PA-1101	Parks Acquisition & Development

OTHER BACKGROUND INFORMATION/COMMENTS:

After a staff presentation and public input, the BOCC confirmed in January, 2012 that Trail development will continue as scheduled from Rt. 5 in Mechanicsville to Rt. 236 in New Market. This five mile section of the trail will connect two three-mile sections on either end and provide an eleven mile contiguous trail when completed. Design and engineering for the project was initiated in Fall 2011 and design is approximately 90% complete. There are encroachments in the right of way by adjacent property owners; meetings were held with them and most conflicts and issues have been resolved.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The project budget has increased from about \$2.2 million to about \$2.9 million based on the engineer's estimate with 40% of the design complete. The initial figure was a very rough estimate based on construction of prior sections of the trail. Some of the factors that resulted in the increased cost include: new stormwater management regulations; resolving Church Lane issues with adjacent property owners in the village of Mechanicsville which will require modifications to existing Church Lane; cost for planting trees and landscape buffering not previously in the budget but added because developer mitigation funds are no longer available; and the cost for a small bridge to cross a 30' dry ravine.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	6,000	0	0	0
SUPPLIES & MATERIALS	0	0	500	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	6,500	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

Funding is needed for grass cutting along the sides of the trail as each section is developed and for supplies and materials for minor repairs to signs, benches, etc.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Park Land and Facility Acquisition	RP-0604	Recreation and Parks

DESCRIPTION:

Utilizing State Program Open Space (POS) funds, this project enables property acquisition for County parks, public landings, and recreation facilities. Several potential acquisition projects are included in both the 2005 and 2012 Land Preservation, Parks and Recreation Plans adopted by the County Commissioners. Those projects include a Patuxent River Waterfront Park and Public Landing; land for expanded parking at Wicomico Shores Public Landing; a Potomac River Waterfront Park; park land acquisition in Lexington Park; and land acquisition for an indoor recreation center.

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2.D (page 10-5).

The project is also consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Advisory Board and consideration of identified needs in the context of State and County goals. The project is further identified on page III-19, table 10 as a mid-range land acquisition and development recommendation for FY 2017 - FY 2021 and long-range acquisition and development recommendation for FY 2022 and beyond.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities. P. 10-5

LOCATION:

3rd Election District.
Leonardtown area.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	2,319,294	1,779,294	90,000	90,000	90,000	90,000	90,000	90,000	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER- Master Plan	0	0	0	0	0	0	0	0	0
TOTAL COSTS	2,319,294	1,779,294	90,000	90,000	90,000	90,000	90,000	90,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS-Program Open Space	2,319,294	1,779,294	90,000	90,000	90,000	90,000	90,000	90,000	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	2,319,294	1,779,294	90,000	90,000	90,000	90,000	90,000	90,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Park Land and Facility Acquisition	RP-0604	Recreation and Parks

OTHER BACKGROUND INFORMATION/COMMENTS:

The County gets funding from MD's Program Open Space (POS) to buy park land and help develop parks. The program is funded by a State property transfer tax. Land acquisition goals are established based on a State formula and are identified in the County's Land Preservation, Parks and Recreation Plan. 50% of the local POS allocation can only be used to buy park land. The other 50% can be used either for acquisition or park development. If State acquisition goals have been met, 75% of the allocation can be used for park development. St. Mary's is well below the park land goals established by State formula. Currently, the County has a balance of \$1 million in POS funding that can only be used for land acquisition. Due to the lagging real estate market and State fiscal situation, annual funding amounts are uncertain. Funding fluctuates each year based on Transfer Tax collected and State Government priorities. For example, in FY 2007, St. Mary's received a total of \$1.8 million in POS funding (half dedicated to acquisition) while in FY 2012 the County received a total of only \$180,161 (half of which can only be used for park land or open space acquisition).

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

No Change

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

No impact until a park, public landing, or recreation facility is developed and opened.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Piney Point Lighthouse Museum	RP-1203	Recreation and Parks

DESCRIPTION:

This project continues development of the Piney Point Lighthouse Museum and Historic Park as a major tourism attraction. The County acquired land in 2002 adjacent to the historic Lighthouse and Keepers Quarters to enable museum development. The newly acquired property included three buildings previously used for commercial purposes. One of the buildings was renovated to house the Lighthouse Museum including exhibits, a gift shop, and office space. A warehouse was renovated and expanded to display a historic boat collection and interpret the story of local waterman on the Potomac River. Parking improvements, pedestrian walkways, a canoe/kayak launch, and landscaping were completed in 2011. Funding accomplishes the following:

Prior Approval: - Restore the historic Lighthouse and Keeper's Quarters. Preservation work is needed to restore the brick, wooden windows and doors.

FY 2014: Install exhibit lighting and HVAC in the Potomac River Maritime Building (\$70,000); complete Lighthouse Museum improvements including exterior siding and second floor interior work (\$100,000); and create an overflow parking area (\$20,000). Total project - \$190,000

FY 2016: Renovate the historic Navy Workshop; do an exhibit concept plan interpreting the Navy's role in Piney Point during World War II and important naval battles on the Potomac River in the Piney Point area - \$190,000. Replace the well on the museum property - \$10,000. Total project - \$200,000

FY 2017: Navy Workshop Building - exhibit design, fabrication and installation of exhibits - \$100,000

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "promote balanced heritage activities and programs that capitalize on the natural, recreational, historical and cultural resources of the County and the region" in Objective 5.13.1.A (page 5-23).

The project is consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals.

The Museum Division's Strategic Plan also specifically addresses this project and the project is identified as a Target Investment Zone in the Southern Maryland Heritage Plan endorsed by the BOCC in 2003.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

9.1.5.B Promote and expand museums and historic sites. P. 9-10

LOCATION:

2nd Election District.
44701 Lighthouse Road
Piney Point, MD.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	570,000	190,000	0	190,000	0	190,000	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER - Plans and Exhibits	110,000	0	0	0	0	10,000	100,000	0	0
TOTAL COSTS	680,000	190,000	0	190,000	0	200,000	100,000	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	100,000	100,000	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	340,000	0	0	190,000	0	100,000	50,000	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS - MHAA and MHT	240,000	90,000	0	0	0	100,000	50,000	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	680,000	190,000	0	190,000	0	200,000	100,000	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Piney Point Lighthouse Museum	RP-1203	Recreation and Facility Development

OTHER BACKGROUND INFORMATION/COMMENTS:

A conceptual plan for developing the museum was approved by the BOCC in October, 2003. A metal building was renovated and expanded in 2004 to house and interpret the historic Lundberg boat collection. A former office building was partially renovated and exhibits were completed to enable the Lighthouse Museum and gift shop to open to the public in the Spring, 2005. Museum improvements continued in 2006 as did development of a comprehensive interpretive plan for the site; completion of a parking and landscaping concept plan; and an exhibits plan for the Potomac River Maritime exhibit. Work continued in 2007 - 2009 on design, fabrication and installation of exhibits for the Potomac River Maritime Building and on engineering and plan approvals for the site work. Work also continued on installation of outdoor interpretive panels; small pier replacement; and construction of a shelter for the "Early Times" dory boat. In 2010 - 2011, a new canoe/kayak launch was constructed and opened; parking was expanded and paved; new pedestrian walkways and boardwalks were installed; landscaping was completed; and a shelter building was constructed for educational programs and picnicking.

The projects have been a partnership between county, state and federal governments, to be accomplished in multiple phases. The State has funded \$1,230,691 for property acquisition, museum development to date, including prior projects, and site work; the County has invested \$992,653 for museum development and site improvements; and the Federal Government added \$124,741 for exhibit development and site improvements. The Friends of the Museum also contributed more than \$10,000 for the project.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

In the project description, reduced the amount of Maryland Heritage Areas funding in FY2012 from \$100,000 to \$90,000 based on actual award.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	1,000	0	0	2,500
UTILITIES	0	0	5,000	0	0	5,000
FURNITURE & EQUIPMENT	0	0	5,000	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	11,000	0	0	7,500

DISCUSSION OF OPERATING BUDGET IMPACT:

Funding will be needed in FY 2015 for supplies and materials, equipment, and utilities for the second floor of the museum building and for additional electric with the installation of new lighting and HVAC system at the Potomac River Maritime Exhibit building. Funds will also be needed in FY2018 for supplies, materials and utilities for the new Navy Workshop building.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
St. Clement's Island Museum Renovations	RP-14XX	Recreation and Parks

DESCRIPTION:

This multi-phase project will address public access, health, and safety issues as well as update exhibit and interpretive spaces at the St. Clement's Island Museum, the "Birthplace of Maryland." Funding is requested in FY 2014 to replace decking and guttering around the museum building and to modernize the public restrooms for better customer service and energy efficiency. Funding is requested in FY 2017 for planning and design and in FY2018 for construction of new exhibit galleries. Many of the current exhibits are more than twenty years old and in need of updating to continue attracting visitors and tourists.

\$30,000 is requested in FY 2017 for professional services to produce a conceptual design that updates the interior museum exhibit and public spaces; \$170,000 is requested in FY 2018 for design, fabrication and installation of new exhibit galleries and visitor services amenities.

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2.D (page 10-5).

The project is consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals.

This project is also consistent with the Museum Division's Trustees Strategic Plan for FY 2011 - FY 2015 as well as the American Association of Museums guidelines for "current practices."

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5

9.1.5.B Promote and expand museums and historic sites. P. 9-10

LOCATION:

7th Election District
38370 Point Breeze Road
Colton's Point, MD 20650

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	30,000	0	0	0	0	0	30,000	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	250,000	0	0	100,000	0	0	0	150,000	0
DEMOLITION	20,000	0	0	0	0	0	0	20,000	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	300,000	0	0	100,000	0	0	30,000	170,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	180,000	0	0	100,000	0	0	30,000	50,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS- MHAA and/or MHT	120,000	0	0	0	0	0	0	120,000	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	300,000	0	0	100,000	0	0	30,000	170,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
St. Clement's Island Museum Renovations	RP-14XX	Recreation and Parks

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Moved funds from Balance to Complete to FY 2018.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

No impact on the operating budget in the six year CIP.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Three Notch Trail - Phase Seven	PA-15XX	Recreation and Parks

DESCRIPTION:

Phase Seven: Wildewood to Hollywood (4 mile section)

This project continues development of the Three Notch Trail (TNT), a 10 ft. wide multi-use trail on the former railroad right-of-way. Funding requested in FY 2015 will enable design and engineering of Phase Seven, a four mile section from Wildewood to Hollywood Road. Funding will be requested in future years beyond FY 2018. The TNT will enable walking, bicycling, running, roller blading, and horseback riding (in some sections). The trail will also serve as a transportation alternative from residential neighborhoods to shopping, restaurants, and businesses.

Three Notch Trail Cost Estimate and Source of Funding:

Cost Estimate: \$2,225,125 (A&E \$253,125; Const. \$1,700,000; Proj. Mgmt/Inspect. \$51,000; Signage/Landscaping \$51,000; Contin. \$170,000).

Source of Funding: FY 2015 -\$253,125 for A&E (County funds \$153,125; State funds \$100,000); Balance to Complete - \$1,972,000 for Construction (Federal \$1,112,563; State \$509,437; County \$350,000).

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need for a bicycle plan in section 11.5 (Bicycle and Pedestrian Accommodations) including a goal to "provide expanded pedestrian and bicycle recreational and transportation opportunities (section 11.5.3)." The Comprehensive Plan also indicates the County should "provide sidewalks, walking paths, and bike paths and lanes as requirements of road systems and to connect other public and private sites (page 11-10).

The project is consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals. The project is further identified on page III-19, table 10 as a short-term facility development recommendation for FY 2012 - FY 2016 and beyond to FY 2022 if needed to complete.

The project is also consistent with the 2005 Lexington Park Development District Master Plan (page 84) and the 2006 St. Mary's County Transportation Plan (page 80). Finally, the Southern Maryland Regional Trail and Bikeway System Study (June 2001) recommends developing the Three Notch Trail as one of the regions top trails priorities. This plan was adopted by the Board of County Commissioners in 2001.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10

LOCATION:

Parallel to Route 235 and Route 5.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	253,125	0	0	0	253,125	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	1,921,000	0	0	0	0	0	0	0	1,921,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION/PROJ. MGMT.	51,000	0	0	0	0	0	0	0	51,000
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	2,225,125	0	0	0	253,125	0	0	0	1,972,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	350,000	0	0	0	0	0	0	0	350,000
LOCAL TRANSFER TAX	70,805	0	0	0	70,805	0	0	0	0
IMPACT FEES	82,320	0	0	0	82,320	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS- POS, MHAA, Rec Trails	609,437	0	0	0	100,000	0	0	0	509,437
FEDERAL FUNDS	1,112,563	0	0	0	0	0	0	0	1,112,563
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	2,225,125	0	0	0	253,125	0	0	0	1,972,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Three Notch Trail - Phase Seven	PA-15XX	Parks Acquisition & Development

OTHER BACKGROUND INFORMATION/COMMENTS:

Phases Seven through Nine of the Trail will be constructed on a relocated right of way between Wildewood and Laurel Grove. Much of the former rail road right of way was lost in this area due to the widening of Rt. 235 in the 1970's - 80's. As a result of this, and in cooperation with the County, SMECO acquired an alternate right of way to serve as a utility corridor. Electric lines are currently located within this 100' wide right of way but SMECO is supportive of using the alternate right of way for construction of the trail. SMECO owns most of the right of way in fee simple; however, there are at least a dozen instances where SMECO only has a utility easement agreement with the property owner. This will likely result in the County having to negotiate separate easement agreements with those property owners for the trail which may require financial compensation. That will be determined during the preliminary design phase of this section of the trail. No funds have been identified at this time for acquiring easements. It is believed that there is one such easement agreement needed in Phase Seven.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

No change

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

No operating budget impact until the trail is constructed.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Leonardtown Park	RP-1202	Recreation and Parks

DESCRIPTION:

Design and construct a community park on part of the Hayden Farm property in Leonardtown. The proposed park is envisioned to include lighted multi-purpose athletic fields, baseball/softball fields, a playground, parking, and restroom facilities. There is a need for additional athletic facilities for community sports in the central part of the County as Dorsey Park is extremely overcrowded. Funding for park design was allocated in FY 2012 to enable site plan coordination between the Board of Education and R&P as design for a new elementary school will be ongoing. Funding is requested in FY 2015 and FY 2016 for park construction.

Anticipated Design Approvals - February 1, 2014

Anticipated Construction Start - September 1, 2014

Anticipated Project Completion - December 31, 2015

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2.D (page 10-5).

The project is also consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5

LOCATION:

3rd Election District
Hollywood Road
Leonardtown, MD

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	130,000	100,000	30,000	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	1,500,000	0	0	0	500,000	1,000,000	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	1,630,000	100,000	30,000	0	500,000	1,000,000	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	270,000	0	0	0	0	270,000	0	0	0
LOCAL TRANSFER TAX	63,750	2,500	0	0	37,500	23,750	0	0	0
IMPACT FEES	866,250	22,500	0	0	337,500	506,250	0	0	0
GENERAL FUND TRANSFER	30,000	0	30,000	0	0	0	0	0	0
STATE FUNDS - POS	400,000	75,000	0	0	125,000	200,000	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,630,000	100,000	30,000	0	500,000	1,000,000	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Leonardtown Park	RP-1202	Recreation and Parks

OTHER BACKGROUND INFORMATION/COMMENTS:

A concept plan for the Hayden property was developed and presented to the BOCC and general public in Spring, 2009. The plan was developed through a charrette process involving representatives of the Public Schools, and County Government, as well as community stakeholders. This process identified recreational facilities as one of the needs that could be accommodated on the property. A synthetic turf field/stadium was included in the approved park master plan for the site. Funding is requested for natural turf fields only in this project; however, discussion about the feasibility of such a park facility is recommended in the future.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Additional \$30,000 in FY13 for A&E was approved to conduct a Phase 1 Archaeological Survey on the park property due to requirements of the MD Historic Trust. Increasing the amount requested in FY16 by \$500,000 to enable lighting two multi-purpose athletic fields. Lighted fields are needed to increase playing time for soccer, football, and lacrosse, which continue to grow in numbers of participants.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	20,000	0
CONTRACTED SERVICES	0	0	0	0	7,500	0
SUPPLIES & MATERIALS	0	0	0	0	1,000	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	28,500	0

DISCUSSION OF OPERATING BUDGET IMPACT:

\$20,000 is requested for hourly staff for park maintenance and for a park attendant to open and close the restroom facility daily during the season; \$7,500 is requested for grass cutting; and \$1,000 is requested for park supplies and restroom paper products

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Elms Beach Park Improvements	RP-16XX	Recreation and Parks

DESCRIPTION:

This project addresses badly needed facility improvements at Elms Beach Park. Elms Beach is a beautiful, 80-acre waterfront park on the Chesapeake Bay which provides access to the water, a sandy beach, a playground, picnic pavilion, and trails. It is a heavily used park for family picnics but is limited by inadequate parking and the lack of suitable restroom facilities (porta johns are used). Additional parking, public restrooms, and picnic areas would be provided through this project. Funding in FY 2016 will be used to develop a park master plan, in FY 2017 for design and engineering, and in FY 2018 for construction.

Anticipated Master Plan Adoption - January 31, 2016

Anticipated Design Approvals - January 31, 2017

Anticipated Construction Start - July 31, 2017

Anticipated Project Completion - March 31, 2018

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2.D (page 10-5).

The project is also consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals. The project is further identified in Table III-10 as a short-range development recommendation for FY 2012 - 2016 and mid-range development recommendation for FY 2017 - FY 2021.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities. P. 10-5

LOCATION:

1st Election District.

49300 St. James Church Road

Lexington Park, MD.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	75,000	0	0	0	0	0	75,000	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	750,000	0	0	0	0	0	0	750,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	25,000	0	0	0	0	0	0	25,000	0
UTILITIES	25,000	0	0	0	0	0	0	25,000	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER - Master Plan	25,000	0	0	0	0	25,000	0	0	0
TOTAL COSTS	900,000	0	0	0	0	25,000	75,000	800,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	100,000	0	0	0	0	25,000	75,000	0	0
IMPACT FEES	800,000	0	0	0	0	0	0	800,000	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	900,000	0	0	0	0	25,000	75,000	800,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Elms Beach Park Improvements	RP-16XX	Recreation and Parks

OTHER BACKGROUND INFORMATION/COMMENTS:

Elms Beach Park is located south of Lexington Park on the Chesapeake Bay. It is part of 476 acres leased to the County for environmental education and recreation. The County lease area is part of a 1,020 acre Elms parcel acquired by the State in 1974 for a future power plant site. The lease runs through 2029. The Board of Education runs the Elms Environmental Education Center within the County lease area while DNR oversees hunting and forestry management on the other 544 acres. There is an 80 acre bow hunting site within the County lease area managed by R&P. Elms Beach is one of only two County waterfront parks of significant size (the other is Myrtle Point Nature Park). Usage of Elms Beach has increased greatly over the past few years and adequate facilities need to be provided to meet this usage.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Moved request for funding for construction forward from Balance to Complete to FY 2018.

IMPACT ON ANNUAL OPERATING BUDGET

INCREMENTAL OPERATING COSTS

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

No operating budget impact until park improvements made in the out years.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None.

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Chaptico Park - Phased Development	RP-17XX	Recreation and Parks

DESCRIPTION:

This project proposes to continue development of park facilities at Chaptico Park per the master plan adopted by the Board of Commissioners in 2002. Additional recreational amenities and athletic fields will be constructed including basketball courts, picnic areas and shelters, a tot lot, nature trails, multi-purpose practice fields and baseball/softball fields. The project proposes design and engineering in FY 2017 and facility construction in the Balance to Complete (anticipated in FY2019).

Anticipated Design Approvals - June 1, 2017

Anticipated Construction Start - January 1, 2019

Anticipated Project Completion - December 1, 2019

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2D (page 10-5).

The project is also consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals. The project is further identified in Table III-10 as a short-range development recommendation for FY 2012 - 2016 and mid-range development recommendation for FY 2017 - FY 2021.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities. P. 10-5

LOCATION:

4th Election District

26600 Budd's Creek Road

Mechanicsville, MD 20659

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	125,000	0	0	0	0	0	125,000	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	1,000,000	0	0	0	0	0	0	0	1,000,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION & Proj. Mgmt.	35,000	0	0	0	0	0	0	0	35,000
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT - Picnic Tables	30,000	0	0	0	0	0	0	0	30,000
OTHER - Contingency	50,000	0	0	0	0	0	0	0	50,000
TOTAL COSTS	1,240,000	0	0	0	0	0	125,000	0	1,115,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	178,750	0	0	0	0	0	0	0	178,750
IMPACT FEES	961,250	0	0	0	0	0	125,000	0	836,250
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS -POS	100,000	0	0	0	0	0	0	0	100,000
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES-Donations	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,240,000	0	0	0	0	0	125,000	0	1,115,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Chaptico Park - Phased Development	RP-17XX	Recreation and Parks

OTHER BACKGROUND INFORMATION/COMMENTS:

Chaptico Park opened in the spring 2005. Phase I included nine game fields and practice areas for soccer and lacrosse; a restroom and concession facility; paved roadway and parking areas. A BMX bicycle track was constructed and is operated by a private, non-profit group, Southern Maryland BMX. A playground was constructed in 2006. The parking area was expanded in FY 2009. There are an estimated 5,000 people using the park each week during the spring and fall.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

No change

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

No operating impact in this six year period; not until the park expansion occurs.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Wicomico Shores Public Landing Restroom Building Replacement	PL-1301	Public Landings

DESCRIPTION:

Using State Waterway Improvement funds, this project is to replace the deteriorated restroom building at the Wicomico Shores Public Landing. The existing building is over 40 years old and has reached its useful life expectancy.

PLANNING JUSTIFICATION:

The Comprehensive Plan addresses the need to "Create new and enhanced Parks and Recreation facilities" in Objective 10.2.2.D (page 10-5).

The project is also consistent with the 2012 Land Preservation, Parks and Recreation Plan (LPPRP) in which priorities for recreational land acquisition, facility development and rehabilitation are derived from the supply and demand needs analysis, input from the Recreation and Parks Board and consideration of identified needs in the context of State and County goals. The project is further identified on page 111-19, table 10 as a facility rehabilitation recommendation for short-range FY 2012 - FY 2016.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.D Create new and enhanced parks and recreation facilities. P. 10-5

LOCATION:

4th Election District
35222 Army Navy Drive
Mechanicsville, MD.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	99,000	0	99,000	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	99,000	0	99,000	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS - Waterway Improve.	99,000	0	99,000	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	99,000	0	99,000	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Wicomico Shores Public Landing Restroom Building Replacement	PL-1301	Public Landings

OTHER BACKGROUND INFORMATION/COMMENTS:

The existing building was built around 1968 to serve the Wicomico Shores community. The boat ramp and pier have been replaced in recent years. The needed replacement of the restroom building would continue improvements to the park. Because of State policy changes related to this funding source, no more than \$99,000 in State funds can be used for project. In the event the project cost is more than \$99,000, the County will have to share 50% of the cost or defer it. To provide the best opportunity for the project to come within budget, parks staff will do the demolition of the old structure and the necessary site work for the new building.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The request for State funding for the restroom building replacement at Wicomico Public Landing was not approved in FY 2012 due to State funding limitations. Funding was approved for FY 2013, so the project timing was realigned to match the funding.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

No additional impact on the operating budget as the existing restroom facility is already maintained.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Derelict Boat Removal	PL-1302	Public Landings

DESCRIPTION:

To remove derelict boats and obstructions to navigation from the State waterways located within St. Mary's County. The removal of derelict boats will improve and help maintain safe waterway access to the general boating public. The Maryland Department of Natural Resources funds this project annually through the State Waterway Improvement Program.

PLANNING JUSTIFICATION:

Goal 1.B.3. - This goal is addressed in the 2012 Land Preservation and Recreation Plan with references to providing adequate public access to the waterfront, rivers and bays through the purchase and maintenance of public landings as well as developed and natural waterfront parks (Page III-2).

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.6.1.A. Improve the number and condition of facilities at public access points. P. 11-11

LOCATION:

Chesapeake Bay, Potomac River, Patuxent River, and adjoining waterways.

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	180,000	0	30,000	30,000	30,000	30,000	30,000	30,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	180,000	0	30,000	30,000	30,000	30,000	30,000	30,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	180,000	0	30,000	30,000	30,000	30,000	30,000	30,000	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	180,000	0	30,000	30,000	30,000	30,000	30,000	30,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Derelict Boat Removal	PL-1302	Public Landings

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

None

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Piney Point Public Landing	PL-17XX	Public Landings

DESCRIPTION:

This project will replace the pier at the Piney Point Public Landing. The pier was built over thirty (30) years ago and is heavily used by commercial watermen and the general public. Over the past decade, significant improvements have been made to this landing including shore erosion control, bulkhead replacement, construction of a new double-wide boat ramp, parking expansion and paving, and landscaping. This project would continue those improvements.

PLANNING JUSTIFICATION:

Goal 1.B.3. - This goal is addressed in the 2012 Land Preservation and Recreation Plan with references to providing adequate public access to the waterfront, rivers and bays through the purchase and maintenance of public landings as well as developed and natural waterfront parks (Page III-2).

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

11.6.1.A. Improve the number and condition of facilities at public access points. P. 11-11

LOCATION:

2nd Election District
17139 Piney Point Road
Piney Point, MD

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	10,000	0	0	0	0	0	10,000	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	130,000	0	0	0	0	0	130,000	0	0
DEMOLITION	10,000	0	0	0	0	0	10,000	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	150,000	0	0	0	0	0	150,000	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	75,000	0	0	0	0	0	75,000	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	75,000	0	0	0	0	0	75,000	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	150,000	0	0	0	0	0	150,000	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Piney Point Public Landing	PL-17XX	Public Landings

OTHER BACKGROUND INFORMATION/COMMENTS:

Due to its age and heavy usage, this pier needs to be replaced as the pilings are deteriorating. Also, the State has revised its funding policy, effective with the FY 2013 budget, such that projects which cost \$100,000 or more can no longer be phased over multiple fiscal years using only State funds. Instead, these types of projects will require a 50% local match.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

New project.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

None

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

None

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Greenview Knolls Elementary School - HVAC Systemic Renovation	PS-1001	St. Mary's County Public Schools

DESCRIPTION:

This request is for the renovation of the entire HVAC system, including rooftop units, piping, insulation, boilers, pumps, and an upgrade of the temperature control system. This project includes the replacement of 3 air handlers, 14 fan coil units, 6 circulator pumps, 2 boilers, 2 rooftop units, and 1 chiller. Because of the limited floor-to-ceiling height of the existing structure, a variable refrigerate flow system is being proposed. Upgrades and expansion of the wet sprinkler system (fire protection) are required by local code officials. This work includes 52,850 sq. ft., which was constructed in 1965, 1971, and 1990. It does not include the 1996 pre-kindergarten addition of 1,389 sq. ft. The existing boilers and rooftop units require constant maintenance. This is the original system built in 1965, which is 40 years old. At the time of construction, the system will be 48 years old. This project also includes asbestos removal in the boiler room and at various locations in the building. This project is needed to address the facility infrastructure needs. The project also includes the replacement of existing single pane glazed windows for the 1965 and 1970 portions of the building with high performance windows, which will be bid as an alternate. The window portion of the project will be locally funded. This school is not scheduled for a modernization project within the current six-year capital improvements program, but has been updated through systemic renovation projects, including a roof replacement in 2001. The remaining renovation work is scheduled for a future year, which is out of the current six-year capital improvements program.

Date
 Site Approval: N/A
 Planning Approval: November 2010
 Construction Start: February 2013
 Construction Completion: October 2013

PLANNING JUSTIFICATION:

A. The existing boilers and rooftop units require constant maintenance.
 B. This is the original system built in 1965, which at the time of construction will be 48 years old.
 C. The building code requires sprinkler protection.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.1 Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

45711 Military Lane
 Great Mills, Maryland 20634

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	300,000	300,000	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	3,934,000	571,000	3,363,000	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	25,000	15,000	10,000	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	4,259,000	886,000	3,373,000	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	1,300,000	300,000	1,000,000	0	0	0	0	0	0
LOCAL TRANSFER TAX	645,000	586,000	59,000	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	2,314,000	0	2,314,000	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	4,259,000	886,000	3,373,000	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Greenview Knolls Elementary School - HVAC Systemic Renovation	PS1001	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

The design of the project is reflective of the need to address fire suppression, which was not originally planned for the project, in-depth coordination for phased construction of an occupied building, the need to allocate for structural engineering to accommodate new equipment on the roof, independent cost estimating, additional abatement services, commissioning services, and in-depth coordination of construction drawings for an occupied space. The FY 2012 funding was utilized to keep the design on schedule so that design submissions can be submitted in accordance with the state timeline for construction funding approval in FY 2013. The state does not grant planning approval for systemic renovations; therefore, the county provides design funding prior to construction funding for the project. The project will be bid in the fall of 2012.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Local funding for this project was increased by \$260,000, as a result of the change in the state percentage. On December 15, 2011, the school system was notified that the second round recommendation from the Interagency Committee on School Construction (IAC) was for \$800,000. The school system appealed the remaining \$1,514,000 to the Board of Public Works (BPW) in January 2012, and was awarded full funding in May 2012.

IMPACT ON ANNUAL OPERATING BUDGET

INCREMENTAL OPERATING COSTS

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

There may be a small reduction in utility costs due to the increased energy efficiency of the new system.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Site Acquisition - Future School Sites	PS-1301	St. Mary's County Public Schools

DESCRIPTION:
 This request is for funding to provide for site acquisition for a future (Third) elementary school site and a future high school site in conjunction with projects currently planned within the six-year capital improvements program. This funding allows the school system to proceed forward with acquisition for future school sites, as they become available, in collaboration with the county. The budget includes \$900,000 for the elementary school site and \$2,250,000 for the high school site.

PLANNING JUSTIFICATION:
 A. This project is required to address the existing school capacity issues countywide, based on local rated capacity.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 Maryland Route 4 & Maryland Route 235 Corridor
 Leonardtown Development District

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	3,150,000	0	3,150,000	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	3,150,000	0	3,150,000	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	3,150,000	0	3,150,000	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	3,150,000	0	3,150,000	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Site Acquisition - Future School Sites	PS-1301	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

New project requested by the Board of Education in March 2012 to meet the school site acquisition needs for two schools that are planned within the current six-year capital improvements program.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Mechanicsville E.S. Bus Parking Lot Modifications	PS-1202	St. Mary's County Public Schools

DESCRIPTION:

Complete a project to improve the safety and security of students, staff, and the community at the school by reconfiguring the site to separate the bus and pedestrian parking lots. This will allow vehicles to be on-site for student drop-off and school visits versus parking or stacking on Maryland Route 5, which is a safety concern for students, parents, and staff.

	<u>Date</u>
Site Approval:	N/A
Planning Approval:	July 2010
Construction Start:	May 2013
Construction Completion:	September 2014

PLANNING JUSTIFICATION:

As currently designed, students and visitors to the school have to pass through the parked buses to reach the main entrance to the school during the time of arrival and dismissal.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.1 Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

28585 Three Notch Road
Mechanicsville, Maryland 20659

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	100,000	100,000	0	0	0	0	0	0	0
CONSTRUCTION	1,578,000	0	1,578,000	0	0	0	0	0	0
SITWORK	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
EQUIPMENT (includes IT)	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
Town EDU Impact Fees	0	0	0	0	0	0	0	0	0
TOTAL COSTS	1,678,000	100,000	1,578,000	0	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	1,533,000	80,000	1,453,000	0	0	0	0	0	0
LOCAL TRANSFER TAX	145,000	20,000	125,000	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,678,000	100,000	1,578,000	0	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Mechanicsville E.S. Bus Parking Lot Modifications	PS1202	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The funding for this project was increased by \$400,000. The additional funding is required to address the realignment of the playground equipment to accommodate the new road. To address this increase, the \$325,000 in multi-year funding for the playground, scheduled for FY 2014, has been eliminated from the request and included with this project. In addition, the funding, which was split between two fiscal years, has been compressed to one fiscal year to be in alignment with the construction schedule.

IMPACT ON ANNUAL OPERATING BUDGET

INCREMENTAL OPERATING COSTS

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Relocatables for Various Sites	PS-1003	St. Mary's County Public Schools

DESCRIPTION:

Based on current and projected enrollment, this project is to provide relocatable classrooms to meet the capacity needs at various locations. The current and projected enrollment is evaluated, both in the fall and the spring, to identify which schools will need relocatables for the following year. Based on the availability of funding in July of each year, relocatables relocated/purchased during the summer will not be available for use at the opening of school in August of each year due to the amount of time necessary for construction. This project provides for the purchase of one (1) double classroom unit annually to meet capacity needs, as determined in the spring of each year, based on actual and projected enrollment. The intention of the school system is to design and place units so that they are available for August of each year, which requires design funding to be funded a year prior to installation.

PLANNING JUSTIFICATION:

A. This project is needed to address the capacity needs for the upcoming school year, which is evaluated each spring.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.1 Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

To be determined

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	105,000	60,000	15,000	15,000	15,000	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	1,110,000	485,000	175,000	225,000	225,000	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	30,000	15,000	5,000	5,000	5,000	0	0	0	0
UTILITIES	30,000	15,000	5,000	5,000	5,000	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	1,275,000	575,000	200,000	250,000	250,000	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	1,275,000	575,000	200,000	250,000	250,000	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,275,000	575,000	200,000	250,000	250,000	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Relocatables for Various Sites	PS1003	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

The funding source for the architectural/engineering phase of the project also includes the funding needed for permitting and Board of Appeals approvals, as required. The inspection phase of the project includes soil and footing testing, as well as required building inspections. The utility phase of the project includes the connection to water, sewer, electric, and phone as required. In addition, the school system needs to maintain the existing inventory of relocatables, including new carpeting, roofs, and heating/cooling units, which will be identified in the Comprehensive Maintenance Plan and added to future year relocatable funding requests.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Based on the increased enrollment forecasted for school years 2013 and 2014, in anticipation of the opening of the new elementary school, additional funding of \$50,000 was included in FY 2014 and \$250,000 was included in FY 2015 for the purchase of additional relocatables to house students. These units will be required after the opening of the new elementary school as we continue to receive new elementary school students and begin to plan for the next project to relieve overcrowding.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	6,215	6,215	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	6,215	6,215	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

There will be no change in staffing based on the increased square footage.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
New Elementary School - Leonardtown	PS-0909	St. Mary's County Public Schools

DESCRIPTION:

This request is for a new elementary school to meet existing and projected capacity needs in the Lexington Park and Leonardtown development districts. This school will be a 74,227 square foot building with a 646 capacity, based on the repeat design of Evergreen Elementary School. This square footage includes 3,000 square feet of community space to be shared with the county's Department of Recreation and Parks. This school will be located on the Hayden property in the Leonardtown Development District to support continued growth within the county. The school system will be incorporating sustainable design elements into the project to increase the efficiency and provide for enhanced educational environments, including the potential for a complete geothermal heating system and expanded solar photovoltaic system. This project is required to address projected elementary school capacity issues countywide based on local rated capacity.

	<u>Date</u>
Site Approval:	February 2010
Planning Approval:	December 2010
Construction Start:	July 2013
Construction Completion:	August 2015

PLANNING JUSTIFICATION:

A. This project is required to address existing elementary school capacity issues countywide, based on local rated capacity.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.I Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

Leonardtown Property - Maryland Route 245
Leonardtown, Maryland 20650

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	1,498,000	500,000	250,000	271,000	273,000	204,000	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	22,136,000	0	0	9,813,000	10,854,000	1,469,000	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	125,000	0	0	125,000	0	0	0	0	0
UTILITIES	75,000	0	0	75,000	0	0	0	0	0
EQUIPMENT	701,000	0	0	701,000	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	24,535,000	500,000	250,000	10,985,000	11,127,000	1,673,000	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	2,876,500	0	0	0	2,876,500	0	0	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	9,553,500	500,000	250,000	4,367,000	2,763,500	1,673,000	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	12,105,000	Planning	0	6,618,000	5,487,000	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	24,535,000	500,000	250,000	10,985,000	11,127,000	1,673,000	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
New Elementary School - Leonardtown	PS-0909	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

This project is needed to address existing and projected capacity needs at the elementary school level. Site acquisition funds for this project were included in a different project due to this being a multi-use site. The site received Maryland State Clearinghouse and Interagency Committee, and the State Superintendent of Schools approval in February 2010. Planning approval was given by the Board of Public Works on January 26, 2011. This is the first stage in the State funding process. The State does not participate financially in the planning and design of a new school; however, planning approval is a commitment to providing state construction funding for the project in a future fiscal year based on the projected construction timeline for the project. Limited numbers of planning approvals are granted each year. The construction cost for this project is based on the State estimate of \$207.00 per square foot.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The funding for this project was realigned to coincide with the timeline for state approval and funding. The project is currently budgeted at 70% state construction funding participation. Based on the change in the state share of 5%, the increase in the state dollar per sq. ft., and the state dollar per sq. ft., the local funding participation increased by \$1,153,000, while the state decreased by \$566,000. There will be another percentage decrease in FY 2014 when this project is scheduled to receive construction funding approval.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs (64)	0	0	3	14	0	0
PERSONAL SERVICES COSTS	0	0	267,810	583,662	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	892,575	0	0
UTILITIES	0	0	0	233,200	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	267,810	1,709,437	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

The positions identified above, are only those required due to the separate facility, with the balance being those positions required due to increased enrollment. The instructional staffing for this school would be added during the years leading up to the occupancy of the building as enrollment increases in the adjacent schools. The adjacent schools would become overcrowded and instructional staff would be hired to handle the additional student population. This staffing increase specifically related to this new facility, is:

Year One Prior to Opening (FY2015): Principal (1), Secretary (1), and Building Service Worker (1)

The staffing numbers shown above, in FY16, reflect School Administration, Counselor, Nurse, Building Service Workers, and Cafeteria Workers.

Contracted Services: Elevator inspections, fire alarms, burglar alarms, extinguisher hoods, upkeep of grounds, fire extinguishers, sprinklers, refuse disposal, background checks, and uniforms.

Supplies and Materials: Materials of instruction and library materials

Utilities: Water, sewer, natural gas, and electric

Other: Maintenance costs

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Fairlead Academy Building	PS-14XX	St. Mary's County Public Schools

DESCRIPTION:

This new facility will allow for the creation of a second Fairlead Academy which will be an expansion of the existing program, which is currently located on Great Mills Road in Lexington Park. The program will house 264 students in 9th through 12th grade. At full implementation of the program, 530 students will be accommodated. The expanded program will require 16 classrooms, administrative, conference, and nursing spaces, as well as a multi-purpose space. The Leonardtown campus was chosen as the location for the expansion due to the articulation with the career and technology programs at the Dr. James A. Forrest Career and Technology Center. The existing relocatable complex will be utilized, in conjunction with additional modular units to house the student population.

	<u>Date</u>
Site Approval:	N/A
Planning Approval:	July 2013
Construction Start:	May 2014
Construction Completion:	August 2014

PLANNING JUSTIFICATION:

PLANNING JUSTIFICATION:

A. This project is required to address existing high school instructional program and capacity issues countywide, based on local rated capacity.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

Leonardtown Campus
23995 Point Lookout Road
Leonardtown, Maryland 20650

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	180,000	0	0	180,000	0	0	0	0	0
CONSTRUCTION	870,000	0	0	870,000	0	0	0	0	0
SITWORK	0	0	0	0	0	0	0	0	0
INSPECTION	75,000	0	0	75,000	0	0	0	0	0
EQUIPMENT (includes IT)	75,000	0	0	75,000	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
Town EDU Impact Fees	0	0	0	0	0	0	0	0	0
TOTAL COSTS	1,200,000	0	0	1,200,000	0	0	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	1,150,000	0	0	1,150,000	0	0	0	0	0
LOCAL TRANSFER TAX	50,000	0	0	50,000	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,200,000	0	0	1,200,000	0	0	0	0	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Fairlead Academy Building	PS-14XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

The Fairlead Program is an intensive program embracing students and immersing them in a program with limited distractions so that academic pursuits can become their main focus. The Academy also infuses interpersonal components that develop students' confidence and self-esteem by offering off-site educational trips and leadership development activities. The planned expansion of the program would be located to serve the student population in the central and northern portions of the county. The southern portion of the county is currently being served by the existing Fairlead Academy on Great Mills Road. Students are currently being offered educational program offerings in 9th and 10th grade with transition back to their home school for their 11th and 12th grade years. The planned expansion of a central Fairlead Academy at the Leonardtown educational campus would allow for the continuation of the program for all four grades, articulation of the program for college and career readiness, and expansion of capacity to meet the northern and central portions of the county. Fairlead Academy would continue to accommodate students in grades 9th through 10th. The new Fairlead Academy facility at the Leonardtown Campus would support students in 9th and 10th grade serving the central and northern portions of the county, as well as all of the 11th and 12th grade students for the entire county.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The FY 2013 project was reduced by \$1,798,000 and will be a locally funded project as an expansion of the modular complex behind the Dr. James A. Forrest Career and Technology Center.

IMPACT ON ANNUAL OPERATING BUDGET

INCREMENTAL OPERATING COSTS

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	31,075	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL COSTS	0	0	0	31,075	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

There is an increase of \$31,075 to reflect the increase in utility cost for the new facility in FY 2016. Since the Fairlead facility at the Leonardtown Campus will allow relocation of students currently served in the Forrest Center Building, additional staff will not be required.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Flooring Replacement - Various Schools	PS-14XX	St. Mary's County Public Schools

DESCRIPTION:
 This project will replace existing carpeting and tile within the school system with new VCT flooring. As identified in our Comprehensive Maintenance Plan for Educational Facilities, there is an extensive list of schools that have flooring that has outlived its useful life. As floor tile is replaced, sustainable flooring types will be considered for use in the replacement program. The sustainable floor tiles do not require the constant use of wax and daily buffing.

PLANNING JUSTIFICATION:
 A. This project is needed to provide a safe and orderly school environment for students, staff, and the community.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.1 Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 Various school locations

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	250,000	0	0	50,000	0	50,000	0	0	150,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	250,000	0	0	50,000	0	50,000	0	0	150,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	250,000	0	0	50,000	0	50,000	0	0	150,000
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS - ASP	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	250,000	0	0	50,000	0	50,000	0	0	150,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Flooring Replacement - Various Schools	PS-14XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:
 The school system evaluates the opportunity to combine this funding with the annually approved State of Maryland Aging School Program Grant and the Qualified Zone Academy Bond funding.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:
 There is no proposed change.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Site Paving - Parking Lots and Sidewalks	PS-15XX	St. Mary's County Public Schools

DESCRIPTION:
 This project will address the need for resurfacing/resealing of parking lots and repairs to sidewalks on a bi-annual basis. These components are required to be addressed as outlined in the Comprehensive Maintenance Plan for Educational Facilities. These funds will allow for a structured plan for the school system to address repaving of existing parking lots and to make system wide repairs to sidewalks and curbs.

PLANNING JUSTIFICATION:
 A. This project is needed to provide a safe and orderly school environment for students, staff, and the community.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 Various locations

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	300,000	0	0	0	75,000	0	75,000	0	150,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	300,000	0	0	0	75,000	0	75,000	0	150,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	300,000	0	0	0	75,000	0	75,000	0	150,000
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS - ASP	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	300,000	0	0	0	75,000	0	75,000	0	150,000

CONTINUATION SHEET

OTHER BACKGROUND INFORMATION/COMMENTS:

There is no proposed change.

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Evergreen Elementary School - Early Childhood Center	PS-15XX	St. Mary's County Public Schools

DESCRIPTION:

This request is for a new Early Childhood Center located on the site of Evergreen Elementary School. This facility would have a capacity of 366 students. This project is necessary to meet the existing capacity needs in the Lexington Park and Leonardtown development districts. This facility will utilize sustainable design elements similar to those that have been found to be successful at the adjacent Evergreen Elementary School. At the time of construction, there will be a shortfall of just over 200 seats at Evergreen Elementary School. In addition, the adjacent Hollywood Elementary School will have a similar shortfall. While the capacity needs of Leonardtown Elementary School, and to some extent Hollywood Elementary School as well, will be met by the construction of the second new elementary school, there will still be additional capacity needs that this project will satisfy. This site is located within the Lexington Park development district, a first order growth center with historically the greatest rate of development activity. The site is served by public water and sewer.

Date

Site Approval: N/A
 Planning Approval: November 2014
 Construction Start: May 2016
 Construction Completion: July 2018

PLANNING JUSTIFICATION:

This project is required to address projected elementary school capacity issues countywide, based on local rated capacity. Even with the completion of the second new elementary school, the enrollment projections indicate that the elementary school level countywide will continue to be overcrowded. This project meets those capacity needs at the elementary school level.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.1 Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

43765 Evergreen Way
 California, Maryland 20619

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	1,264,000	0	0	0	632,000	632,000	0	0	0
CONSTRUCTION	12,467,000	0	0	0	0	1,580,000	6,835,000	4,052,000	0
SITWORK	0	0	0	0	0	0	0	0	0
INSPECTION / MATERIAL TESTING	100,000	0	0	0	0	0	100,000	0	0
EQUIPMENT (includes IT)	411,000	0	0	0	0	0	50,000	361,000	0
UTILITIES	0	0	0	0	0	0	0	0	0
Town EDU Impact Fees	0	0	0	0	0	0	0	0	0
TOTAL COSTS	14,242,000	0	0	0	632,000	2,212,000	6,985,000	4,413,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	2,307,764	0	0	0	0	0	1,273,500	1,034,264	0
LOCAL TRANSFER TAX	486,486	0	0	0	0	0	84,000	402,486	0
IMPACT FEES	5,158,750	0	0	0	632,000	632,000	2,285,500	1,609,250	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	6,289,000	0	0	0	0	1,580,000	3,342,000	1,367,000	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	14,242,000	0	0	0	632,000	2,212,000	6,985,000	4,413,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Evergreen Elementary School - Early Childhood Center	PS-15XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Based on the state change in percentage from 75% to 70% and the increase in the state cost per sq. ft., the local share increased by \$606,000 and the state share decreased by \$2,176,000. There will be several additional decreases before requesting construction funds, which will take the state share to 64%.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	3	0
PERSONAL SERVICES COSTS	0	0	0	0	267,810	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	267,810	0

DISCUSSION OF OPERATING BUDGET IMPACT:

The positions identified above, are required due to the facility, with the balance being those positions required due to increased enrollment. The staffing for this school would be completed during the years leading up to the occupancy of the building as adjacent schools will become overcrowded and staff will be hired to handle the additional student population. It assumes that the new teachers required for this school will be in place throughout the system as enrollment continues to increase during the design and construction of this facility.

This staffing increase specifically related to the addition of this facility, is:

Year One Prior to Opening (FY2017): Principal (1), Secretary (1), and Building Service Worker (1)

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
White Marsh Elementary School - Window Systemic Renovation	PS -16XX	St. Mary's County Public Schools

DESCRIPTION:

Replacement of all the single pane windows in the original building, constructed in 1956, with additions in 1970 and 1980, which at the time of construction, will be 60, 46, and 38 years old. The square footage of these sections of the building is 31,315 square feet. There are approximately 36 windows that will be replaced.

Date
 Site Approval: N/A
 Planning Approval: July 2015
 Construction Start: March 2016
 Construction Completion: August 2016

PLANNING JUSTIFICATION:

- A. This project is required to address the aging infrastructure of the facility.
- B. This project will provide for increased energy efficiency at the school.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

29090 Thompson Corner Road
Mechanicsville, MD 20659

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	28,280	0	0	0	0	28,280	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	464,720	0	0	0	0	464,720	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	493,000	0	0	0	0	493,000	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	234,000	0	0	0	0	234,000	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	259,000	0	0	0	0	259,000	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	493,000	0	0	0	0	493,000	0	0	0

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
White Marsh Elementary School - Window Systemic Renovation	PS16XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Based on the state changes in cost per sq. ft., this project increased locally by \$35,000 and \$11,000 in state funding.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Ridge Elementary School - Window Systemic Renovation	PS -16XX	St. Mary's County Public Schools

DESCRIPTION:
 Replacement of all the single pane windows in the original building, constructed in 1956, with additions in 1965 and 1976, which at the time of construction, will be 60, 51, and 40 years old. The windows in the 1997 and 2004 sections of the building will not be replaced. The square footage of these three oldest sections of the building is 26,300 square feet. There are approximately 40 windows that will be replaced.

Date

Site Approval: N/A
 Planning Approval: July 2015
 Construction Start: March 2016
 Construction Completion: August 2016

PLANNING JUSTIFICATION:
 A. This project is required to address the aging infrastructure of the facility.
 B. This project will provide for increased energy efficiency at the school.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 49430 Airedale Road
 Ridge, MD 20680

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	27,160	0	0	0	0	27,160	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	447,840	0	0	0	0	447,840	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	475,000	0	0	0	0	475,000	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	227,000	0	0	0	0	227,000	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	248,000	0	0	0	0	248,000	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	475,000	0	0	0	0	475,000	0	0	0

CONTINUATION SHEET

OTHER BACKGROUND INFORMATION/COMMENTS:

Based on the state changes in cost per sq. ft., this project increased locally by \$35,000 and \$10,000 in state funding.

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Tennis Court/Track Resurfacing (Chopticon and Great Mills H.S.)	PS-16XX	St. Mary's County Public Schools

DESCRIPTION:
 This project is to resurface the tennis courts and tracks at both Chopticon and Great Mills high schools, as outlined in the Comprehensive Maintenance Plan for Educational Facilities. These components must be resurfaced every 15 years. Both of these tracks were resurfaced at the time of their renovations and are now in need of resurfacing to ensure the safety of the students and to maintain the life expectancy of the infrastructure.

Date

Site Approval: N/A
 Planning Approval: July 2015
 Construction Start: May 2016
 Construction Completion: September 2016

PLANNING JUSTIFICATION:
 A. This project is needed to maintain the safety and use of the original tennis court and track.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 25390 Colton Point Road 21130 Great Mills Road
 Morganza, MD 20660 Great Mills, MD 20634

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	425,000	0	0	0	0	425,000	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	425,000	0	0	0	0	425,000	0	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	425,000	0	0	0	0	425,000	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	425,000	0	0	0	0	425,000	0	0	0

CONTINUATION SHEET

OTHER BACKGROUND INFORMATION/COMMENTS:

There is no proposed change.

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Playground Equipment	PS-0904	St. Mary's County Public Schools

DESCRIPTION:
 This project provided funding for a strategic plan, as well as the funds needed to address the requirements of the playground study funded in FY 2008. This project will address safety compliance and equipment needs, as addressed in the Comprehensive Maintenance Plan for Educational Facilities, including to repair and/or replace existing playground equipment or to provide new playground equipment.

PLANNING JUSTIFICATION:
 A. In order to provide for safe schools, a review of the existing and future equipment needs is required.

Compliance with Comprehensive Plan Section
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 Various Locations

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	1,820,000	520,000	0	0	0	325,000	0	0	975,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	1,820,000	520,000	0	0	0	325,000	0	0	975,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	975,000	0	0	0	0	0	0	0	975,000
LOCAL TRANSFER TAX	845,000	520,000	0	0	0	325,000	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS									
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,820,000	520,000	0	0	0	325,000	0	0	975,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Playground Equipment	PS-0904	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:
 The school system must maintain safe playground equipment for students and the community. As the school system has modernized and expanded existing elementary schools, the playgrounds at the individual schools were addressed. This project will address playgrounds at schools that have not or are not planned for modernization and expansion within the next several years. The phasing plan for the projects to be completed with this funding are based on an assessment of each playground, which were based on the standard developed as a result of the study completed in 2008.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:
 In order to address the needs of the Mechanicsville Elementary School Parking Lot project in FY 2013, including the relocation of the existing playground, the funding for this project in FY 2014 was eliminated. The funding was included in the FY 2013 request for the Mechanicsville Elementary School Parking Lot Modification project.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Piney Point Elementary School - Partial Roof Replacement	PS -17XX	St. Mary's County Public Schools

DESCRIPTION:
 As part of the annual review and update of the Comprehensive Maintenance Plan for Educational Facilities, the roof replacement projects are reviewed. It has been noted that during the renovation/expansion of the facility that the entire roof was not replaced since there was an estimated 10 year life on a large section of the roof. This project will replace approximately 11,000 s.f. of existing roof that is beginning to fail, based on brittle roof material. Maintenance monitors the roof and provides repairs on an as-needed basis, pending the roof replacement.

Date
 Site Approval: N/A
 Planning Approval: July 2016
 Construction Start: March 2017
 Construction Completion: August 2017

PLANNING JUSTIFICATION:
 A. This project is required to address the aging infrastructure of the facility.
 B. This project will provide for increased energy efficiency at the school.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.I Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 44550 Tall Timbers Road
 Tall Timbers, MD 20690

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	620,000	0	0	0	0	0	620,000	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	620,000	0	0	0	0	0	620,000	0	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	620,000	0	0	0	0	0	620,000	0	0
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	620,000	0	0	0	0	0	620,000	0	0

CONTINUATION SHEET

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Lettie Marshall Dent Elementary School - Addition	PS-17XX	St. Mary's County Public Schools

DESCRIPTION:

This request is for a 12,960 sq. ft. addition to the existing 57,820 sq. ft. building. The addition will add 120 seats of capacity. This facility is the northern county elementary school-site where the construction of capacity is the most feasible. It is also the most northern existing elementary school location and so it makes sense geographically as well. At the time of construction, this school is projected to be over 200 seats short in capacity. The remaining capacity needs in the northern portion of the county will be addressed, via redistricting, following the construction of the second and third new elementary schools. This school is located within the New Market Town Center, a second order growth center in the comprehensive land use plan. The school is located adjacent to the Fifth District Regional Park and is utilized heavily by the community, via the programs of the county department of recreation and parks.

	<u>Date</u>
Site Approval:	N/A
Planning Approval:	November 2016
Construction Start:	July 2018
Construction Completion:	August 2019

PLANNING JUSTIFICATION:

This project is required to address projected elementary school capacity issues countywide, based on local rated capacity. Even with the completion of the second new elementary school, the enrollment projections indicate that the elementary school level countywide will continue to be overcrowded. This project meets those capacity needs at the elementary school level.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

37840 New Market Turner Road
Mechanicsville, Maryland 20659

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	794,000	0	0	0	0	0	422,000	372,000	0
CONSTRUCTION	4,941,000	0	0	0	0	0	0	0	4,941,000
SITWORK	0	0	0	0	0	0	0	0	0
INSPECTION / MATERIAL TESTING	175,000	0	0	0	0	0	0	0	175,000
EQUIPMENT (includes IT)	329,000	0	0	0	0	0	0	0	329,000
UTILITIES	0	0	0	0	0	0	0	0	0
Town EDU Impact Fees	0	0	0	0	0	0	0	0	0
TOTAL COSTS	6,239,000	0	0	0	0	0	422,000	372,000	5,445,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	2,966,000	0	0	0	0	0	0	0	2,966,000
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	794,000	0	0	0	0	0	422,000	372,000	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	2,479,000	0	0	0	0	0	0	0	2,479,000
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	6,239,000	0	0	0	0	0	422,000	372,000	5,445,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Lettie Marshall Dent Elementary School - Addition	PS-17XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

This project does not include the development of the parking lot associated with the acquisition of the adjacent Moeller property. The property has not been secured by the school system as of June 2012; however, negotiations are on-going with the state. In the event that the property is acquired, the budget for this project will need to be increased to address the development of the bus loop/parking lot expansion or the project will need to be included as a separate project. The bus loop/parking lot expansion project will assist the Fifth District park expansion by providing after hours parking for the park.

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Based on the changes in the state percentage from 75% to 70% and the state cost per sq. ft., the local share increased by \$142,000 and the state share decreased by \$77,000. Before the time that this project is ready for construction funding approval, the state percentage will be reduced to 64%.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
New Elementary School - Central County	PS-17XX	St. Mary's County Public Schools

DESCRIPTION:

This project request is for a new elementary school to meet existing and projected capacity needs in the Lexington Park and Leonardtown development districts. This school will be a 74,227 square foot building with a 644 capacity. The design of Evergreen Elementary School and/or the second new elementary school will be repeated to the extent possible, given knowledge gained from those projects, as well as site specific factors. This school will be located in one of the county's first order growth areas - the Lexington Park or Leonardtown development districts and will be served by public utilities. This project is required to address projected elementary school capacity issues countywide. Even with the completion of the Lettie Marshall Dent Elementary School addition, the Second New Elementary School, and the Early Childhood Center at Evergreen Elementary School, there will still be overcrowding projected countywide at the elementary school level. This project meets those capacity needs as they are projected at this time.

Site Approval: Date
February 2016

Planning Approval: December 2017

Construction Start: May 2019

Construction Completion: August 2021

PLANNING JUSTIFICATION:

A. This project is required to address existing elementary school capacity issues countywide based on local rated capacity.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

To be determined - Central Portion of the County

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	1,498,000	0	0	0	0	0	50,000	200,000	1,248,000
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	22,136,000	0	0	0	0	0	0	0	22,136,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	125,000	0	0	0	0	0	0	0	125,000
UTILITIES	75,000	0	0	0	0	0	0	0	75,000
EQUIPMENT	701,000	0	0	0	0	0	0	0	701,000
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	24,535,000	0	0	0	0	0	50,000	200,000	24,285,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	11,806,000	0	0	0	0	0	0	0	11,806,000
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	250,000	0	0	0	0	0	50,000	200,000	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	12,479,000	0	0	0	0	0	0	0	12,479,000
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	24,535,000	0	0	0	0	0	50,000	200,000	24,285,000

CONTINUATION SHEET

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DISCUSSION OF OPERATING BUDGET IMPACT:

With opening planned for August 2021, it is anticipated that several administration and support staff would be added at the start of FY2021. Other staff needed in FY2022 would likely be a combination of those already hired to meet the growing enrollment and new staff.

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Spring Ridge Middle School - Relocatables	PS-18XX	St. Mary's County Public Schools

DESCRIPTION:
 This project is for the relocation of three (3) four classroom state relocatable classroom units within St. Mary's County to be used to house students during the requested limited renovation project, requested for construction in FY 2019. These units will be required for two years.

Date

Site Approval: N/A
 Planning Approval: N/A
 Construction Start: July 2018
 Construction Completion: December 2018

PLANNING JUSTIFICATION:
 A. This project is required to meet the housing needs of the school during construction of the limited renovation.
 B. The phasing of this project over two years requires that additional classrooms be provided to meet the capacity needs of the school.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 19856 Three Notch Road
 Lexington Park, Maryland 20653

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	90,000	0	0	0	0	0	0	90,000	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	855,000	0	0	0	0	0	0	855,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	30,000	0	0	0	0	0	0	30,000	0
UTILITIES	30,000	0	0	0	0	0	0	30,000	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	1,005,000	0	0	0	0	0	0	1,005,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	561,000	0	0	0	0	0	0	561,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	444,000	0	0	0	0	0	0	444,000	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	1,005,000	0	0	0	0	0	0	1,005,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Spring Ridge Middle School - Relocatables	PS-18XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Spring Ridge M.S. Limited Renovation	PS-18XX	St. Mary's County Public Schools

DESCRIPTION:
 This project is for a limited renovation, including the renovation/replacement of five major building systems: HVAC, fire sprinkler, lighting, security, public address, and wireless technology. Renovation to the building will include bathroom modifications, ADA, replacement of the flooring, refurbishment of the lockers and bleachers, modernization of the media center and fine arts areas, and modifications to the kitchen and serving line. The HVAC replacement will include all 15 air handlers (direct expansion rooftops), 2 circulator pumps, 2 boilers, all associated ductwork, ceiling tiles, and light fixtures.

Date

Site Approval: N/A

Planning Approval: December 2017

Construction Start: July 2018

Construction Completion: August 2020

PLANNING JUSTIFICATION:
 A. This project is required to address the aging infrastructure of the facility.
 B. This project will provide for increased energy efficiency at the school.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 19856 Three Notch Road
 Lexington Park, Maryland 20653

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	1,143,000	0	0	0	0	0	0	500,000	643,000
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	15,171,000	0	0	0	0	0	0	0	15,171,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	20,000	0	0	0	0	0	0	0	20,000
UTILITIES	20,000	0	0	0	0	0	0	0	20,000
EQUIPMENT	700,000	0	0	0	0	0	0	0	700,000
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	17,054,000	0	0	0	0	0	0	500,000	16,554,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	7,863,000	0	0	0	0	0	0	500,000	7,363,000
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	9,191,000	0	0	0	0	0	0	0	9,191,000
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	17,054,000	0	0	0	0	0	0	500,000	16,554,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Spring Ridge M.S. Limited Renovation	PS-18XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Warehouse	PS-18XX	St. Mary's County Public Schools

DESCRIPTION:

This project is to add an additional 5,000 square feet onto the existing 4,200 square foot warehouse at the Division of Supporting Services complex for additional dry food/goods storage space to accommodate Food and Nutrition Services and Operations receiving. Given rising fuel costs and tacked on delivery charges (fuel charge), a larger facility would allow the school system to purchase in bulk, taking advantage of the bulk rate, and minimize deliveries and charges. In addition, this will support the school system's daily operations and in storing food, in case of an emergency, to support the emergency shelters.

	<u>Date</u>
Site Approval:	N/A
Planning Approval:	July 2017
Construction Start:	March 2018
Construction Completion:	December 2018

PLANNING JUSTIFICATION:

To provide storage for current and projected needs for the school system, as well as meeting the need for emergency sheltering situations.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

27190 Point Lookout Road
Loveville, Maryland 20656

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	20,000	0	0	0	0	0	0	20,000	0
CONSTRUCTION	478,000	0	0	0	0	0	0	478,000	0
SITWORK	0	0	0	0	0	0	0	0	0
INSPECTION / MATERIAL TESTING	0	0	0	0	0	0	0	0	0
EQUIPMENT (includes IT)	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
Town EDU Impact Fees	0	0	0	0	0	0	0	0	0
TOTAL COSTS	498,000	0	0	0	0	0	0	498,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	450,000	0	0	0	0	0	0	450,000	0
LOCAL TRANSFER TAX	48,000	0	0	0	0	0	0	48,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	498,000	0	0	0	0	0	0	498,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Warehouse	PS-18XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

The school system deferred this project one year to address other capital needs within the request to meet capacity needs and stay within the identified target budgets from FY 2012.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
New Middle School (700 capacity)	PS-18XX	St. Mary's County Public Schools

DESCRIPTION:
 This project is for a new middle school to meet capacity needs generated by new student growth for planned housing developments in the Lexington Park and Leonardtown development districts. The proposed location of this school is to be on the Hayden property in Leonardtown, adjacent to the Second New Elementary School. This facility will be a 101,500 sq. ft. facility and have a state rated capacity of 700. During the master plan design for this facility, consideration will be given to the future expansion of the facility to a capacity of 1,100.

Date

Site Approval: May 2017

Planning Approval: December 2017

Construction Start: July 2019

Construction Completion: August 2021

PLANNING JUSTIFICATION:
 A. This project is required to address existing secondary school capacity issues countywide based on state rated capacity.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 Hayden Property
 Leonardtown, Maryland 20650

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	2,123,000	0	0	0	0	0	0	350,000	1,773,000
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	31,815,000	0	0	0	0	0	0	0	31,815,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	175,000	0	0	0	0	0	0	0	175,000
UTILITIES	75,000	0	0	0	0	0	0	0	75,000
EQUIPMENT	840,000	0	0	0	0	0	0	0	840,000
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	35,028,000	0	0	0	0	0	0	350,000	34,678,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	17,793,000	0	0	0	0	0	0	0	17,793,000
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	350,000	0	0	0	0	0	0	350,000	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	16,885,000	0	0	0	0	0	0	0	16,885,000
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	35,028,000	0	0	0	0	0	0	350,000	34,678,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

New Middle School (700 capacity)	PROJ. NO.	PROJECT CLASSIFICATION
	PS-18XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Mechanicsville Elementary School - Modernization	PS-18XX	St. Mary's County Public Schools

DESCRIPTION:
 This project is for the modernization of 40,095 square feet of the existing facility. This project is needed to address the aging infrastructure of the school, as well as code upgrades to meet the American's with Disabilities Act and other state/federal code requirements. This building was constructed in 1951 and had additions in 1960 and 1979. The roof and HVAC components have been addressed through systemic renovation.

Date

Site Approval: N/A
 Planning Approval: December 2017
 Construction Start: July 2018
 Construction Completion: August 2020

PLANNING JUSTIFICATION:
 A. This project is required to address the aging infrastructure of the facility.
 B. This project will provide for increased energy efficiency at the school.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 28585 Three Notch Road
 Mechanicsville, Maryland 20659

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	652,000	0	0	0	0	0	0	231,000	421,000
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	9,801,000	0	0	0	0	0	0	0	9,801,000
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	10,000	0	0	0	0	0	0	0	10,000
UTILITIES	10,000	0	0	0	0	0	0	0	10,000
EQUIPMENT	270,000	0	0	0	0	0	0	0	270,000
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	10,743,000	0	0	0	0	0	0	231,000	10,512,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	5,964,000	0	0	0	0	0	0	231,000	5,733,000
LOCAL TRANSFER TAX	0	0	0	0	0	0	0	0	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	4,779,000	0	0	0	0	0	0	0	4,779,000
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	10,743,000	0	0	0	0	0	0	231,000	10,512,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Mechanicsville Elementary School - Modernization	PS-18XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Bethune Educational Center - HVAC Systemic Renovation	PS-18XX	St. Mary's County Public Schools

DESCRIPTION:

This project includes the renovation of the entire HVAC system, including units, piping, insulation, boilers, pumps, and an upgrade of the temperature control system. This facility was constructed in 1961 and requires a completely new HVAC system and central air conditioning for the entire facility. The facility houses the Department of Information Technology. At the time of construction, this HVAC system will be 58 years old.

	<u>Date</u>
Site Approval:	N/A
Planning Approval:	July 2017
Construction Start:	July 2018
Construction Completion:	August 2018

PLANNING JUSTIFICATION:

The existing boilers and units require constant maintenance and there are no current plans to completely modernize this facility.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:

10.2.2.C.1 Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:

22975 Colton Point Road
Bushwood, Maryland 20618

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCHITECT/ENGINEERING	0	0	0	0	0	0	0	0	0
CONSTRUCTION	2,246,000	0	0	0	0	0	0	217,000	2,029,000
SITWORK	0	0	0	0	0	0	0	0	0
INSPECTION / MATERIAL TESTING	0	0	0	0	0	0	0	0	0
EQUIPMENT (includes IT)	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
Town EDU Impact Fees	0	0	0	0	0	0	0	0	0
TOTAL COSTS	2,246,000	0	0	0	0	0	0	217,000	2,029,000

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	2,029,000	0	0	0	0	0	0	0	2,029,000
LOCAL TRANSFER TAX	217,000	0	0	0	0	0	0	217,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	2,246,000	0	0	0	0	0	0	217,000	2,029,000

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Bethune Educational Center - HVAC Systemic Renovation	PS-18XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

Based on increases in construction costs and a review of the project to address the infrastructure needs of the system and the servers and equipment it will serve, the cost for the project has increased by \$1,324,000.

INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

OTHER IMPACT ON OPERATIONS/OPERATING BUDGET:

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Three High School Interior Basketball Scoreboards	PS-18XX	St. Mary's County Public Schools

DESCRIPTION:
 This project is for the replacement of six interior basketball scoreboards at all three county high schools. The scoreboards have a life expectancy of 15 years and were last replaced when the buildings were modernized. The scoreboards are beginning to experience failure based on their age and the amount of use by the school and the community and need to be replaced.

PLANNING JUSTIFICATION:
 A. This project is required to address the aging infrastructure of the facility.

COMPLIANCE WITH COMPREHENSIVE PLAN SECTION:
 10.2.2.C.1 Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

LOCATION:
 Chopticon, Great Mills, and Leonardtown High Schools

APPROPRIATION PHASE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
ARCH/ENGINEERING	0	0	0	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0	0	0	0
CONSTRUCTION	100,000	0	0	0	0	0	0	100,000	0
DEMOLITION	0	0	0	0	0	0	0	0	0
INSPECTION	0	0	0	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0
TOTAL COSTS	100,000	0	0	0	0	0	0	100,000	0

FUNDING SOURCE	Total Project	Prior Approval	Budget FY 2013	Five Year Capital Program					Balance to Complete
				FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
COUNTY FUNDS:									
COUNTY BONDS	0	0	0	0	0	0	0	0	0
LOCAL TRANSFER TAX	100,000	0	0	0	0	0	0	100,000	0
IMPACT FEES	0	0	0	0	0	0	0	0	0
GENERAL FUND TRANSFER	0	0	0	0	0	0	0	0	0
STATE FUNDS	0	0	0	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0	0	0	0
OTHER SOURCES	0	0	0	0	0	0	0	0	0
TOTAL FUNDS	100,000	0	0	0	0	0	0	100,000	0

CAPITAL IMPROVEMENTS BUDGET AND PROGRAM FISCAL YEAR 2013

CONTINUATION SHEET

PROJECT TITLE	PROJ. NO.	PROJECT CLASSIFICATION
Three High School Interior Basketball Scoreboards	PS-18XX	St. Mary's County Public Schools

OTHER BACKGROUND INFORMATION/COMMENTS:

DISCUSSION OF CHANGE FROM FY 2012 APPROVED BUDGET/PLAN:

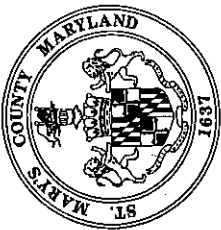
INCREMENTAL IMPACT ON ANNUAL OPERATING BUDGET

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
STAFFING -FTEs	0	0	0	0	0	0
PERSONAL SERVICES COSTS	0	0	0	0	0	0
CONTRACTED SERVICES	0	0	0	0	0	0
SUPPLIES & MATERIALS	0	0	0	0	0	0
UTILITIES	0	0	0	0	0	0
FURNITURE & EQUIPMENT	0	0	0	0	0	0
OTHER (describe significant items)	0	0	0	0	0	0
TOTAL COSTS	0	0	0	0	0	0

DISCUSSION OF OPERATING BUDGET IMPACT:

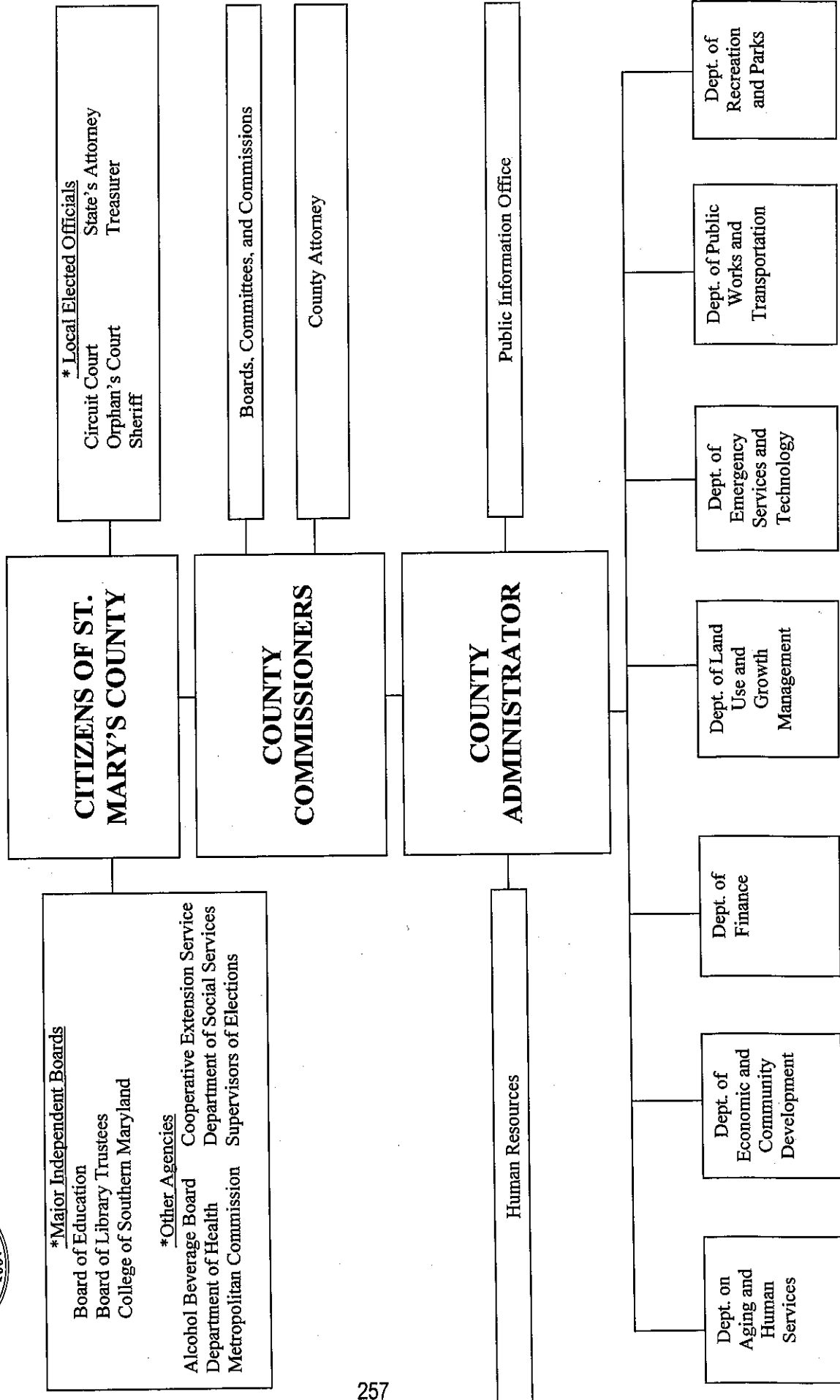
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ST. MARY'S COUNTY GOVERNMENT

Organizational Chart



* County Commissioners have funding responsibility only

FY2013

**CHANGES IN FTE POSITIONS
APPROVED FY2013 OPERATING BUDGET**

Increase / (Decrease)	Department / Position Description	Grade	Effective Date
County Commissioners / County Administrator			
(1.0)	Fiscal Specialist I	S03	7/1/2012
Department of Aging & Human Services			
(4.5)	Marcey House - (Being privatized in FY2013)	varies	7/1/2012
Department of Economic & Community Development			
(19.0)	Housing - (Being privatized in FY2013)	varies	7/1/2012
(1.0)	Housing - Manager, Fiscal	S08	11/1/2012
Department of Emergency Services & Technology			
(1.0)	R. F. Technician I	S06.15	7/1/2012
1.0	Deputy Director	S11.11	7/1/2012
(1.0)	Emergency Planner Position - GRANT	S08.5	7/1/2012
Department of Public Works and Transportation			
Building Services - Sheriff			
(1.0)	Lead Maintenance Mechanic	S05	7/1/2012
(1.0)	Maintenance Mechanic	S03	7/1/2012
Vehicle Maintenance - Sheriff			
(1.0)	Equipment Mechanic II	S05	7/1/2012
Building Services			
1.0	Lead Maintenance Mechanic	S05	7/1/2012
1.0	Maintenance Mechanic	S03	7/1/2012
Vehicle Maintenance			
1.0	Equipment Mechanic II	S05	7/1/2012
Office of the Sheriff			
4.0	Deputy - CSAFE Community Policing	M01	7/1/2012
1.0	Deputy - Sex Offender Compliance Detective	M01	7/1/2012
1.0	Deputy - Drug Diversion Detective	M01	7/1/2012
-	Restore Frozen Position - Station Clerk	S03	7/1/2012
1.0	Convert (TPT) Gang Intelligence Coordinator to FTE	S08.10	7/1/2012
-	Restore Frozen Position - Senior Office Specialist	S03	7/1/2012
1.0	Senior Office Specialist	S03	7/1/2012
<hr/>			
(18.5)	Net Decrease in Positions		

Note: There are currently 2.5 FTE frozen positions included in the Approved FY2013, two in Land Use and Growth Management and half in Alcohol Beverage Board.

SUMMARY
AUTHORIZED COUNTY GOVERNMENT POSITIONS

STAFFING SUMMARY	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
Board of County Commissioners	6.50	6.50	6.50	6.50	6.50
County Administrator	9.00	7.00	7.00	6.00	6.00
Department on Aging & Human Services	41.60	37.60	37.60	33.10	33.10
County Attorney	7.00	5.00	5.00	5.00	5.00
Economic and Community Development	30.00	29.00	29.00	9.00	9.00
Department of Finance	18.00	17.00	17.00	17.00	17.00
Human Resource	8.00	7.00	7.00	7.00	7.00
Land Use & Growth Management	38.00	38.00	38.00	38.00	38.00
Planning Commission	7.00	7.00	7.00	7.00	7.00
Board of Appeals	5.00	5.00	5.00	5.00	5.00
Public Works and Transportation	128.50	124.50	124.50	124.50	124.50
Recreation & Parks	43.00	40.00	40.00	40.00	40.00
Emergency Services & Technology	55.50	55.50	55.50	54.50	54.50
Circuit Court	14.00	14.00	14.00	14.00	14.00
Orphans Court	3.00	3.00	3.00	3.00	3.00
Sheriff	266.50	266.50	266.50	299.50	274.50
States Attorney	34.00	34.00	34.00	34.00	34.00
Treasurer	5.00	5.00	5.00	5.00	5.00
Social Services	2.00	2.00	2.00	2.00	2.00
Alcohol Beverage Office	1.50	1.50	1.50	1.50	1.50
Alcohol Beverage Board	5.00	5.00	5.00	5.00	5.00
Board of Elections	3.00	3.00	3.00	3.00	3.00
TOTAL COUNTY GOVERNMENT	731.10	713.10	713.10	719.60	694.60

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.

M	Merit	Appointed	A
C	Contract	Revenue	R
G	Grant	Elected	E

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
COUNTY COMMISSIONERS							
Commissioner	E		5.00	5.00	5.00	5.00	5.00
Administrative Assistant to BOCC	M	S08	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator -RPT	M	S05	0.50	0.50	0.50	0.50	0.50
TOTAL			6.50	6.50	6.50	6.50	6.50
COUNTY ADMINISTRATOR							
County Administrator	C		1.00	1.00	1.00	1.00	1.00
Public Information Officer	C		1.00	1.00	1.00	1.00	1.00
Audio/Video Technician	C	S03	1.00	1.00	1.00	1.00	1.00
Chief of Staff	C		1.00	0.00	0.00	0.00	0.00
Admin. Asst. to the County Administrator	M	S07	1.00	1.00	1.00	1.00	1.00
Public Information Coordinator	M	S06	1.00	0.00	0.00	0.00	0.00
Admin. Coordinator	M	S04	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist I	M	S03	1.00	1.00	1.00	0.00	0.00
Senior Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
TOTAL			9.00	7.00	7.00	6.00	6.00
DEPARTMENT ON AGING & HUMAN SERVICES							
Administrative/Grants							
Director	C		1.00	1.00	1.00	1.00	1.00
Manager, Home & Com Ser	G	S10	1.00	1.00	1.00	1.00	1.00
Program Managers	G	S08	2.00	2.00	2.00	2.00	2.00
Project Manager	G	S07	1.00	1.00	1.00	1.00	1.00
Deputy Director	M	S11	1.00	0.00	0.00	0.00	0.00
Manager, Division of Operations	M	S10	1.00	1.00	1.00	1.00	1.00
Operations Manager	M	S08	3.00	3.00	3.00	3.00	3.00
Program Coordinators	M/G	S07	2.50	2.50	2.50	2.50	2.50
Supervisor, Fiscal	M	S07	1.00	1.00	1.00	1.00	1.00
I & A Caseworker	M	S06	1.00	1.00	1.00	1.00	1.00
Data Base Administrator	M	S04	1.00	1.00	1.00	1.00	1.00
Program Specialists	M	S05	3.00	3.00	3.00	3.00	3.00
Senior Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Food Service Tech	M/G	S02	2.50	2.50	2.50	2.50	2.50
Fiscal Specialist III	M/G	S05	1.00	1.00	1.00	1.00	1.00
Food Transporter	M/G	S02	0.50	0.50	0.50	0.50	0.50
Office Specialist	M/G	S02	0.80	0.80	0.80	0.80	0.80
Human Services							
Director	G	AE	1.00	0.00	0.00	0.00	0.00
Administrative Coordinator	G	S04	2.00	2.00	2.00	2.00	2.00
Fiscal Specialist IV	G	S06	1.00	1.00	1.00	1.00	1.00
Office Manager	M/G	S07	1.00	1.00	1.00	1.00	1.00
Program Managers	G	S08	1.00	1.00	1.00	1.00	1.00

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
AGING & HUMAN SERVICES cont.							
Community Services							
Manager, Community Services	M/G	S10	1.00	1.00	1.00	1.00	1.00
Teen Court Coordinator	M	S07	0.80	0.80	0.80	0.80	0.80
Senior Office Specialist	M	S03	1.00	0.00	0.00	0.00	0.00
Coordinator, Community Services	M/G	S08	3.00	2.00	2.00	2.00	2.00
Marcey House							
Director	G	S11	1.00	1.00	1.00	0.00	0.00
Clinical Program Manager	G	S07	1.00	1.00	1.00	0.00	0.00
House Manager	G	S04	2.50	2.50	2.50	0.00	0.00
TOTAL			41.60	37.60	37.60	33.10	33.10
COUNTY ATTORNEY							
County Attorney	C		1.00	1.00	1.00	1.00	1.00
Deputy County Attorney	M	S11	1.00	1.00	1.00	1.00	1.00
Property Manager	M	S08	1.00	0.00	0.00	0.00	0.00
Paralegal	M	S07	2.00	2.00	2.00	2.00	2.00
Senior Administrative Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Office Specialist	M	S02	1.00	0.00	0.00	0.00	0.00
TOTAL			7.00	5.00	5.00	5.00	5.00
ECONOMIC & COMMUNITY DEVELOPMENT							
Director	C		1.00	1.00	1.00	1.00	1.00
Executive Director, Housing	G	S11	1.00	1.00	1.00	0.00	0.00
Program Manager	G	S09	2.00	2.00	2.00	0.00	0.00
Manager, Fiscal	G	S08	1.00	1.00	1.00	0.00	0.00
Resource Specialist	G	S06	1.00	1.00	1.00	0.00	0.00
Senior Housing Specialist	G	S06	3.00	3.00	3.00	0.00	0.00
Fiscal Specialist III	G	S05	1.00	1.00	1.00	0.00	0.00
Housing Specialist	G	S05	4.00	4.00	4.00	0.00	0.00
Lead Maintenance Mechanic	G	S05	1.00	1.00	1.00	0.00	0.00
Administrative Coordinator, Housing	G	S04	1.00	1.00	1.00	0.00	0.00
Resource Coordinator	G	S04	4.00	4.00	4.00	0.00	0.00
Office Specialist	G	S02	1.00	1.00	1.00	0.00	0.00
Executive Director, CDC	M	S10	1.00	1.00	1.00	1.00	1.00
Business Development Manager	M	S10	1.00	1.00	1.00	1.00	1.00
Agricultural Development Manager	M	S09	1.00	1.00	1.00	1.00	1.00
Tourism Manager	M	S09	1.00	1.00	1.00	1.00	1.00
Coordinator, Business Development	M	S07	1.00	1.00	1.00	1.00	1.00
Coordinator	M	S06	1.00	0.00	0.00	0.00	0.00
Administrative Coordinator	M	S04	2.00	2.00	2.00	2.00	2.00
Senior Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
TOTAL			30.00	29.00	29.00	9.00	9.00

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
FINANCE DEPARTMENT							
Chief Financial Officer	C		1.00	1.00	1.00	1.00	1.00
Deputy Director, Finance	M	S11	1.00	1.00	1.00	1.00	1.00
Accounting Officer	M	S10	1.00	1.00	1.00	1.00	1.00
Procurement Manager	M	S10	1.00	1.00	1.00	1.00	1.00
Budget Analyst	M	S09	3.00	3.00	3.00	3.00	3.00
Senior Accountant	M	S08	1.00	1.00	1.00	1.00	1.00
Senior Buyer	M	S08	1.00	1.00	1.00	1.00	1.00
Accountant	M	S06	1.00	1.00	1.00	1.00	1.00
Buyer	M	S06	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist III	M	S05	3.00	3.00	3.00	3.00	3.00
Fiscal Specialist IV	M	S06	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator	M	S05	1.00	0.00	0.00	0.00	0.00
Procurement Specialist	M	S04	1.00	1.00	1.00	1.00	1.00
Senior Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
TOTAL			18.00	17.00	17.00	17.00	17.00
HUMAN RESOURCES							
Director	C		1.00	1.00	1.00	1.00	1.00
Deputy Director, Human Resources	M	S10	1.00	1.00	1.00	1.00	1.00
Risk Analyst	M	S08	1.00	1.00	1.00	1.00	1.00
Benefits Coordinator	M	S07	1.00	1.00	1.00	1.00	1.00
Sr. Human Resource Specialist	M	S06	1.00	0.00	0.00	0.00	0.00
Administrative Coordinator	M	S04	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	M	S04	2.00	2.00	2.00	2.00	2.00
TOTAL			8.00	7.00	7.00	7.00	7.00
LAND USE & GROWTH MANAGEMENT							
Director	C		1.00	1.00	1.00	1.00	1.00
Deputy Director	M	S11	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	M	S06	1.00	1.00	1.00	1.00	1.00
Office Manager	M	S07	1.00	1.00	1.00	1.00	1.00
Office Specialist	M	S02	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Sr. Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
Comprehensive Planning							
Addressing Technician	M	S04	1.00	1.00	1.00	1.00	1.00
GIS/CADD Operator	M	S06	1.00	1.00	1.00	1.00	1.00
GIS/Database Specialist	M	S08	1.00	1.00	1.00	1.00	1.00
Planner III	M	S08	1.00	1.00	1.00	1.00	1.00
Senior Planner	M	S10	1.00	1.00	1.00	1.00	1.00
Planner II	M	S07	1.00	1.00	1.00	1.00	1.00
Planner I	M	S06	1.00	1.00	1.00	1.00	1.00
Planner IV	M	S09	1.00	1.00	1.00	1.00	1.00
Development Services							
Planner IV	M	S09	1.00	1.00	1.00	1.00	1.00
Sr. Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
Planner II	M	S07	1.00	1.00	1.00	1.00	1.00
Planner I	M	S06	1.00	2.00	1.00	1.00	1.00
Development Review Specialist	M	S06	0.00	1.00	0.00	0.00	0.00
Sr. Planning Specialist	M	S05	1.00	1.00	1.00	1.00	1.00

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
LUGM cont.							
Permits							
Permits Coordinator	M	S08	1.00	1.00	1.00	1.00	1.00
Permits Specialist I	M	S04	3.00	2.00	2.00	2.00	2.00
Permits Specialist II	M	S05	1.00	1.00	1.00	1.00	1.00
Development Review Specialist	M	S06	0.00	0.00	1.00	1.00	1.00
Inspections & Compliance							
Code Coordinator	M	S08	1.00	1.00	1.00	1.00	1.00
Inspections Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Inspector II	M	S06	4.00	4.00	4.00	4.00	4.00
Inspector III	M	S07	1.00	1.00	1.00	1.00	1.00
Zoning							
Planner II	M	S07	1.00	1.00	1.00	1.00	1.00
Planner IV	M	S09	1.00	1.00	1.00	1.00	1.00
Senior Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
Sr. Planning Specialist	M	S05	1.00	1.00	1.00	1.00	1.00
Planner I	M	S06	2.00	1.00	2.00	2.00	2.00
TOTAL			38.00	38.00	38.00	38.00	38.00
PLANNING COMMISSION							
Chairman	A		1.00	1.00	1.00	1.00	1.00
Member	A		6.00	6.00	6.00	6.00	6.00
TOTAL			7.00	7.00	7.00	7.00	7.00
BOARD OF APPEALS							
Member	A		5.00	5.00	5.00	5.00	5.00
PUBLIC WORKS & TRANSPORTATION							
Director	C		1.00	1.00	1.00	1.00	1.00
Fiscal Manager	M	S08	1.00	1.00	1.00	1.00	1.00
Office Manager	M	S07	1.00	1.00	1.00	1.00	1.00
Permits Specialist II	M	S05	1.00	1.00	1.00	1.00	1.00
Senior Office Specialist	M	S03	1.00	0.00	0.00	0.00	0.00
Project Management							
Deputy Director	M	D	1.00	1.00	1.00	1.00	1.00
Engineer II	M	B	1.00	1.00	1.00	1.00	1.00
Engineer III	M	C	1.00	1.00	1.00	1.00	1.00
Senior Engineer Technician	M	S08	2.00	2.00	2.00	2.00	2.00
Senior Project Manager	M	D	1.00	1.00	1.00	1.00	1.00
Development Review							
Engineer III	M	C	1.00	1.00	1.00	1.00	1.00
Engineer Technician	M	S07	1.00	1.00	1.00	1.00	1.00
Construction & Inspection							
Inspector III	M	S07	4.00	4.00	4.00	4.00	4.00
Manager, Construction/Inspection	M	S09	1.00	1.00	1.00	1.00	1.00

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
PUBLIC WORKS & TRANSPORTATION cont.							
County Highways							
Equipment Operator II	M	S04	6.00	6.00	6.00	6.00	6.00
Equipment Operator I	M	S03	4.00	4.00	4.00	4.00	4.00
Equipment Operator III	M	S05	6.00	5.00	5.00	5.00	5.00
Maintenance Worker	M	S02	17.00	15.00	15.00	15.00	15.00
Manager, Highway	M	S09	1.00	1.00	1.00	1.00	1.00
Road Foreman	M	S06	5.00	5.00	5.00	5.00	5.00
Sign Maintenance Operator	M	S04	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist I	M	S03	1.00	1.00	1.00	1.00	1.00
Supervisor, Highway	M	S07	1.00	1.00	1.00	1.00	1.00
Traffic & Permits Foreman	M	S06	1.00	1.00	1.00	1.00	1.00
Solid Waste & Recycling							
Equipment Operator III	R	S05	4.00	4.00	4.00	4.00	4.00
Landfill Attendant	R	S01	7.00	7.00	7.00	7.00	7.00
Weighmaster	R	S03	2.00	2.00	2.00	2.00	2.00
Manager, Solid Waste/Recycling	R	S09	1.00	1.00	1.00	1.00	1.00
Transportation/Mailroom							
Mail Clerk	M	S02	2.00	2.00	2.00	2.00	2.00
Coordinator	M	S07	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic I	M	S04	4.00	4.00	4.00	4.00	4.00
Equipment Mechanic II	M	S05	3.00	3.00	3.00	3.00	3.00
Inventory Control Specialist	M	S04	1.00	1.00	1.00	1.00	1.00
Manager, Transportation/Mailroom	M	S10	1.00	1.00	1.00	1.00	1.00
Shop Foreman	M	S06	1.00	1.00	1.00	1.00	1.00
Supervisor, Non-Public School/Mailroom	M	S07	1.00	1.00	1.00	1.00	1.00
Supervisor	M/G	S08	2.00	2.00	2.00	2.00	2.00
Bus Driver	G	S03	12.50	12.50	12.50	12.50	12.50
Fiscal Specialist IV	G	S06	1.00	1.00	1.00	1.00	1.00
Transportation Spec/Trainer	G	S04	1.00	1.00	1.00	1.00	1.00
Transportation Specialist	G	S04	3.00	3.00	3.00	3.00	3.00
Building Services							
Building Service Manager	M	S09	1.00	1.00	1.00	1.00	1.00
Coordinator	M	S06	1.00	1.00	1.00	1.00	1.00
Janitor III	M	S03	1.00	1.00	1.00	1.00	1.00
Lead Maintenance Mechanic	M/R	S05	6.00	6.00	6.00	6.00	6.00
Maintenance Mechanic	M	S03	8.00	7.00	7.00	7.00	7.00
Facilities Mechanic	M	S02	1.00	1.00	1.00	1.00	1.00
Court House Day Custodian	M	S02	0.00	1.00	1.00	1.00	1.00
Senior Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
Supervisor, Building Services	M	S07	1.00	1.00	1.00	1.00	1.00
TOTAL			128.50	124.50	124.50	124.50	124.50

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
RECREATION & PARKS							
Director	C		1.00	1.00	1.00	1.00	1.00
Coordinator, Activity Fund	M	S08	3.00	3.00	3.00	3.00	3.00
Coordinator	M	S07	2.00	2.00	2.00	2.00	2.00
Fiscal Specialist IV	M	S06	2.00	2.00	2.00	2.00	2.00
Manager, R & P Activity Fund	M	S10	1.00	1.00	1.00	1.00	1.00
Office Specialist	M	S02	1.00	1.00	1.00	1.00	1.00
Senior Office Special	M	S03	1.00	1.00	1.00	1.00	1.00
Senior Admin Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Therapeutic Recreation Specialist	M	S08	1.00	1.00	1.00	1.00	1.00
Parks Maintenance							
Coordinator, Parks	M	S08	1.00	1.00	1.00	1.00	1.00
Groundskeeper	M	S02	5.00	5.00	5.00	5.00	5.00
Maintenance Crew Chief	M	S04	1.00	1.00	1.00	1.00	1.00
Maintenance Foreman	M	S06	4.00	4.00	4.00	4.00	4.00
Manager, Parks	M	S09	1.00	1.00	1.00	1.00	1.00
Senior Groundskeeper	M	S03	2.00	2.00	2.00	2.00	2.00
Senior Office Special	M	S03	1.00	1.00	1.00	1.00	1.00
Shop Foreman	M	S06	1.00	1.00	1.00	1.00	1.00
Museum							
Coordinator	M	S07	1.00	1.00	1.00	1.00	1.00
Museum Coordinator	M	S08	1.00	0.00	0.00	0.00	0.00
Museum Director	M	S10	1.00	1.00	1.00	1.00	1.00
Museum Specialist	M	S06	1.00	1.00	1.00	1.00	1.00
Museum Technician	M	S04	1.00	1.00	1.00	1.00	1.00
Museum Supervisor	M	S07	1.00	1.00	1.00	1.00	1.00
Golf Course							
Golf Course Foreman	R	S04	1.00	0.00	0.00	0.00	0.00
Groundskeeper, Golf Course	R	S02	3.00	3.00	3.00	3.00	3.00
Supervisor	R	S07	1.00	1.00	1.00	1.00	1.00
Food and Beverage Specialist	R	S03	1.00	1.00	1.00	1.00	1.00
Food Beverage Manager	R	S07	1.00	0.00	0.00	0.00	0.00
Manager, Golf Course	R	S09	1.00	1.00	1.00	1.00	1.00
TOTAL			43.00	40.00	40.00	40.00	40.00
EMERGENCY SERVICES & TECHNOLOGY							
Emergency Services							
Director	C		1.00	1.00	1.00	1.00	1.00
Director, Public Safety	C		1.00	0.00	0.00	0.00	0.00
Deputy Director, ES & T	M	S11	0.00	0.00	0.00	1.00	1.00
Fire/EMS Volunteer Coordinator	G/R	S07	1.00	1.00	1.00	1.00	1.00
Emergency Management Manager	M	S09	1.00	1.00	1.00	1.00	1.00
Emergency Services Coordinator	M	S08	1.00	1.00	1.00	1.00	1.00
Office Manager	M	S07	1.00	1.00	1.00	1.00	1.00
Supervisor-Animal Control	M	S07	1.00	1.00	1.00	1.00	1.00
Animal Warden	M	S05	4.00	4.00	4.00	4.00	4.00

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
EMERGENCY SERVICES & TECHNOLOGY cont.							
Emergency Planner	G	S08	1.00	1.00	1.00	0.00	0.00
Communications Specialist I	M	S04	7.00	7.00	7.00	7.00	7.00
Communications Specialist III	M	S06	6.00	6.00	6.00	6.00	6.00
Comm. Specialist IV	M	S07	4.00	4.00	4.00	4.00	4.00
Comm. Specialist II	M	S05	7.00	7.00	7.00	7.00	7.00
Fiscal Specialist II	M	S04	1.00	1.00	1.00	1.00	1.00
Manager	M	S10	1.00	1.00	1.00	1.00	1.00
Tech Service Coordinator	M	S08	1.00	1.00	1.00	1.00	1.00
Lead Technician - RF	M	S08	1.00	1.00	1.00	1.00	1.00
Radio Frequency Technician I	M	S06	2.00	2.00	2.00	1.00	1.00
Technology							
Archives Manager	M	S06	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Archives Assistant	M	S02	1.00	1.00	1.00	1.00	1.00
AS 400 System Analyst	M	IT IV	1.00	1.00	1.00	1.00	1.00
GIS Supervisor	M	IT IV	1.00	1.00	1.00	1.00	1.00
Network Manager	M	IT IV	1.00	1.00	1.00	1.00	1.00
WAN Administrator	M	IT IV	1.00	1.00	1.00	1.00	1.00
Lead Technician	M	IT III	1.00	2.00	2.00	2.00	2.00
AS/400 Programmer Analyst	M	IT II	1.00	1.00	1.00	1.00	1.00
PC technician II	M	IT II	1.00	1.00	1.00	1.00	1.00
Telecommunications Specialist	M	IT II	1.00	1.00	1.00	1.00	1.00
Webmaster-RPT	M	IT II	0.50	0.50	0.50	0.50	0.50
Help Desk Tech	M	IT I	1.00	1.00	1.00	1.00	1.00
PC Technician I	M	IT I	1.00	1.00	1.00	1.00	1.00
TOTAL			54.50	55.50	55.50	54.50	54.50
CIRCUIT COURT							
Admin Coordinator	A	S04	1.00	1.00	1.00	1.00	1.00
Court Administrator	A	S09	1.00	1.00	1.00	1.00	1.00
Court Reporter	A	S08	1.00	0.00	0.00	0.00	0.00
Legal Assistant I	A	S04	1.00	1.00	1.00	1.00	1.00
Real Time Court Reporter	A	S10	1.00	1.00	1.00	1.00	1.00
Sr. Assignment Clerk	A	S06	1.00	1.00	1.00	1.00	1.00
Senior Legal Assistant	A/G	S06	3.00	4.00	4.00	4.00	4.00
Coordinator	G	S07	1.00	1.00	1.00	1.00	1.00
Bailiff	A		3.50	3.50	3.50	3.50	3.50
Chief Bailiff	A		0.50	0.50	0.50	0.50	0.50
TOTAL			14.00	14.00	14.00	14.00	14.00
ORPHAN'S COURT							
Judge	E		3.00	3.00	3.00	3.00	3.00
TOTAL			3.00	3.00	3.00	3.00	3.00
SHERIFF'S DEPARTMENT							
Law Enforcement							
Sheriff	E		1.00	1.00	1.00	1.00	1.00
CIVILIAN							
Admin Coordinator	M	S04	1.00	1.00	1.00	1.00	1.00
Armorer	M	S07	1.00	1.00	1.00	1.00	1.00
Civilian Administrator	M	S11	1.00	1.00	1.00	1.00	1.00

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
SHERIFF'S DEPARTMENT cont.							
<u>CIVILIAN cont.</u>							
Civilian Training Instructor	M	S08	1.00	1.00	1.00	1.00	1.00
Classification Specialist	M	S04	4.00	4.00	4.00	4.00	4.00
Classification Specialist	G/M	S03	1.50	1.50	1.50	1.50	1.50
Coordinator	M	S08	1.00	1.00	1.00	1.00	1.00
Coordinator	M	S07	1.00	1.00	1.00	1.00	1.00
Coordinator	M	S06	1.00	1.00	1.00	1.00	1.00
Court Security Officer	M	S05	6.00	6.00	6.00	6.00	6.00
Crime Lab Technician	M	S07	3.00	3.00	3.00	3.00	3.00
Fiscal Specialist II	M	S04	2.00	2.00	2.00	2.00	2.00
Fiscal Specialist IV	M	S06	1.00	1.00	1.00	1.00	1.00
Investigator	M	S06	1.00	1.00	1.00	1.00	1.00
Manager-Fiscal	M	S09	1.00	1.00	1.00	1.00	1.00
Police Services Specialist	M	S04	1.00	1.00	1.00	1.00	1.00
Process Server	M	S03	3.00	3.00	3.00	3.00	3.00
Property Specialist	M	S04	1.00	1.00	1.00	1.00	1.00
Security Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
Senior Classification Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
Senior Office Specialist	M	S03	2.00	2.00	2.00	2.00	2.00
Senior Administrative Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Station clerks	M	S03	5.00	5.00	5.00	10.00	5.00
Supervisor	M	S06	2.00	2.00	2.00	2.00	2.00
NCIC Validation Coordinator	M	S06	0.00	0.00	0.00	1.00	0.00
Systems Administrator	M	IT II	1.00	1.00	1.00	1.00	1.00
<u>SWORN</u>							
Corporal	M/G	M07	39.00	39.00	39.00	39.00	39.00
Major	M	M06	1.00	1.00	1.00	1.00	1.00
Captain	M	M05	4.00	4.00	4.00	4.00	4.00
Lieutenant	M	M04	9.00	9.00	9.00	9.00	9.00
Sergeant	M	M03	17.00	17.00	17.00	17.00	17.00
Deputy First Class	M/G	M02	24.00	24.00	24.00	24.00	24.00
Deputy	G	M01	0.00	0.00	0.00	1.00	0.00
Deputy	M	M01	35.00	35.00	35.00	44.00	41.00
Corrections							
Admin Coordinator	M	S04	1.00	1.00	1.00	1.00	1.00
Coordinator	M	S08	1.00	1.00	1.00	1.00	1.00
Inmate Services Coordinator	M	S08	1.00	1.00	1.00	1.00	1.00
Captain/Warden	M	M05	1.00	1.00	1.00	1.00	1.00
Senior Office Specialist	M	S03	5.00	5.00	5.00	7.00	6.00
Gang Intelligence Coordinator	M	S08	0.00	0.00	0.00	1.00	1.00
Sr. Administrative Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
<u>CORRECTIONAL OFFICERS</u>							
Captain	M	V07	3.00	3.00	3.00	3.00	3.00
Lieutenant	M	V05	5.00	5.00	5.00	5.00	5.00
Sergeant	M	V04	10.00	10.00	10.00	10.00	10.00
Corporal	M	V03	11.00	11.00	11.00	11.00	11.00
Correctional Officer First Class	M	V02	18.00	18.00	18.00	18.00	18.00
Correctional Officer	M	V01	35.00	35.00	35.00	49.00	35.00
TOTAL			266.50	266.50	266.50	299.50	274.50

POSITION		LEVEL	FY2011 Adjusted	FY2012 Approved	FY2012 Adjusted	FY2013 Request	FY2013 Approved
OFFICE OF STATE'S ATTORNEY							
States Attorney	E		1.00	1.00	1.00	1.00	1.00
Deputy States Attorney	A		1.00	1.00	1.00	1.00	1.00
Asst. States Attorney	A		1.00	1.00	1.00	1.00	1.00
Asst. States Attorney I	A		1.00	1.00	1.00	1.00	1.00
Asst. States Attorney II	A/G		9.00	9.00	9.00	9.00	9.00
Victim/Witness Coordinator	M	S06	1.00	1.00	0.00	0.00	0.00
Program Manager	G	S08	1.00	1.00	1.00	1.00	1.00
Chief Investigator	M	S09	1.00	1.00	1.00	1.00	1.00
Investigator	M	S07	1.00	1.00	1.00	1.00	1.00
Bad Check Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Community Services Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Domestic Violence Coordinator	M	S05	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist III	M	S05	1.00	1.00	1.00	1.00	1.00
Legal Assistant II	M	S05	6.00	6.00	6.00	6.00	6.00
Senior Office Specialist	M	S03	1.00	1.00	1.00	1.00	1.00
Senior Legal Assistant	M/G	S06	1.00	1.00	2.00	2.00	2.00
Legal Assistant III	M	S06	1.00	1.00	1.00	1.00	1.00
Legal Assistant I	M/G	S04	3.00	3.00	3.00	3.00	3.00
Law Clerk	R	S06	1.00	1.00	1.00	1.00	1.00
TOTAL			34.00	34.00	34.00	34.00	34.00
TREASURER							
County Treasurer	E		1.00	1.00	1.00	1.00	1.00
Fiscal Technician	M	S07	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	M	S06	2.00	2.00	2.00	2.00	2.00
Fiscal Special III	M	S05	1.00	1.00	1.00	1.00	1.00
TOTAL			5.00	5.00	5.00	5.00	5.00
SOCIAL SERVICES							
Human Service Case Worker	M	S08	1.00	1.00	1.00	1.00	1.00
Senior Legal Assistant	G	S06	1.00	1.00	1.00	1.00	1.00
TOTAL			2.00	2.00	2.00	2.00	2.00
ALCOHOL BEVERAGE OFFICE							
Al Bev Bd Administrator	M	S05	1.00	1.00	1.00	1.00	1.00
Senior Office Specialist	M	S03	0.50	0.50	0.50	0.50	0.50
TOTAL			1.50	1.50	1.50	1.50	1.50
ALCOHOL BEVERAGE BOARD							
Chairman	A		1.00	1.00	1.00	1.00	1.00
Member	A		4.00	4.00	4.00	4.00	4.00
TOTAL			5.00	5.00	5.00	5.00	5.00
BOARD OF ELECTIONS							
Member	A		3.00	3.00	3.00	3.00	3.00
TOTAL			3.00	3.00	3.00	3.00	3.00

St. Mary's County Salary Schedule

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	Annual Salary: \$24,274 Bi-Weekly Pay: \$933.60 Hourly Rate: \$11.67	\$24,856 \$956.00 \$11.95	\$25,542 \$982.40 \$12.28	\$26,166 \$1,006.40 \$12.58	\$26,728 \$1,028.00 \$12.85	\$27,373 \$1,052.80 \$13.16	\$28,018 \$1,077.60 \$13.47	\$28,600 \$1,100.00 \$13.75	\$29,245 \$1,124.80 \$14.06	\$29,806 \$1,146.40 \$14.33
2	Annual Salary: \$26,645 Bi-Weekly Pay: \$1,024.80 Hourly Rate: \$12.81	\$27,331 \$1,051.20 \$13.14	\$28,038 \$1,078.40 \$13.48	\$28,725 \$1,104.80 \$13.81	\$29,432 \$1,132.00 \$14.15	\$30,118 \$1,158.40 \$14.48	\$30,763 \$1,183.20 \$14.79	\$31,429 \$1,208.80 \$15.11	\$32,094 \$1,234.40 \$15.43	\$32,843 \$1,263.20 \$15.79
3	Annual Salary: \$29,328 Bi-Weekly Pay: \$1,128.00 Hourly Rate: \$14.10	\$29,973 \$1,152.80 \$14.41	\$30,784 \$1,184.00 \$14.80	\$31,533 \$1,212.80 \$15.16	\$32,240 \$1,240.00 \$15.50	\$33,051 \$1,271.20 \$15.89	\$33,779 \$1,299.20 \$16.24	\$34,549 \$1,328.80 \$16.61	\$35,318 \$1,358.40 \$16.98	\$36,046 \$1,386.40 \$17.33
4	Annual Salary: \$32,094 Bi-Weekly Pay: \$1,234.40 Hourly Rate: \$15.43	\$33,010 \$1,269.60 \$15.87	\$33,800 \$1,300.00 \$16.25	\$34,611 \$1,331.20 \$16.64	\$35,464 \$1,364.00 \$17.05	\$36,296 \$1,396.00 \$17.45	\$37,170 \$1,429.60 \$17.87	\$37,981 \$1,460.80 \$18.26	\$38,813 \$1,492.80 \$18.66	\$39,624 \$1,524.00 \$19.05
5	Annual Salary: \$34,611 Bi-Weekly Pay: \$1,331.20 Hourly Rate: \$16.64	\$35,630 \$1,370.40 \$17.13	\$36,629 \$1,408.80 \$17.61	\$37,565 \$1,444.80 \$18.06	\$38,542 \$1,482.40 \$18.53	\$39,582 \$1,522.40 \$19.03	\$40,539 \$1,559.20 \$19.49	\$41,496 \$1,596.00 \$19.95	\$42,536 \$1,636.00 \$20.45	\$43,534 \$1,674.40 \$20.93
6	Annual Salary: \$38,730 Bi-Weekly Pay: \$1,489.60 Hourly Rate: \$18.62	\$39,853 \$1,532.80 \$19.16	\$40,955 \$1,575.20 \$19.69	\$42,099 \$1,619.20 \$20.24	\$43,181 \$1,660.80 \$20.76	\$44,304 \$1,704.00 \$21.30	\$45,386 \$1,745.60 \$21.82	\$46,446 \$1,786.40 \$22.33	\$47,611 \$1,831.20 \$22.89	\$48,651 \$1,871.20 \$23.39
7	Annual Salary: \$42,515 Bi-Weekly Pay: \$1,635.20 Hourly Rate: \$20.44	\$43,784 \$1,684.00 \$21.05	\$45,157 \$1,736.80 \$21.71	\$46,446 \$1,786.40 \$22.33	\$47,778 \$1,837.60 \$22.97	\$49,171 \$1,891.20 \$23.64	\$50,482 \$1,941.60 \$24.27	\$51,771 \$1,991.20 \$24.89	\$53,123 \$2,043.20 \$25.54	\$54,434 \$2,093.60 \$26.17
8	Annual Salary: \$47,570 Bi-Weekly Pay: \$1,829.60 Hourly Rate: \$22.87	\$49,067 \$1,887.20 \$23.59	\$50,523 \$1,943.20 \$24.29	\$52,000 \$2,000.00 \$25.00	\$53,435 \$2,055.20 \$25.69	\$55,037 \$2,116.80 \$26.46	\$56,493 \$2,172.80 \$27.16	\$57,949 \$2,228.80 \$27.86	\$59,446 \$2,286.40 \$28.58	\$60,944 \$2,344.00 \$29.30
9	Annual Salary: \$51,168 Bi-Weekly Pay: \$1,968.00 Hourly Rate: \$24.60	\$53,102 \$2,042.40 \$25.53	\$55,016 \$2,116.00 \$26.45	\$56,826 \$2,185.60 \$27.32	\$58,718 \$2,258.40 \$28.23	\$60,549 \$2,328.80 \$29.11	\$62,442 \$2,401.60 \$30.02	\$64,334 \$2,474.40 \$30.93	\$66,206 \$2,546.40 \$31.83	\$68,099 \$2,619.20 \$32.74
10	Annual Salary: \$58,843 Bi-Weekly Pay: \$2,263.20 Hourly Rate: \$28.29	\$61,006 \$2,346.40 \$29.33	\$63,170 \$2,429.60 \$30.37	\$65,250 \$2,509.60 \$31.37	\$67,392 \$2,592.00 \$32.40	\$69,597 \$2,676.80 \$33.46	\$71,698 \$2,757.60 \$34.47	\$73,840 \$2,840.00 \$35.50	\$76,045 \$2,924.80 \$36.56	\$78,208 \$3,008.00 \$37.60
11	Annual Salary: \$67,558 Bi-Weekly Pay: \$2,598.40 Hourly Rate: \$32.48	\$69,992 \$2,692.00 \$33.65	\$72,467 \$2,787.20 \$34.84	\$75,046 \$2,886.40 \$36.08	\$77,522 \$2,981.60 \$37.27	\$79,976 \$3,076.00 \$38.45	\$82,472 \$3,172.00 \$39.65	\$84,906 \$3,265.60 \$40.82	\$87,381 \$3,360.80 \$42.01	\$89,856 \$3,456.00 \$43.20

Effective July 1, 2012
No step increase; 2% COLA

St. Mary's County Salary Schedule

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
1	Annual Salary:	\$30,472	\$31,117	\$32,699	\$32,261	\$32,989	\$33,571	\$34,154	\$34,798	\$35,422
	Bi-Weekly Pay:	\$1,172.00	\$1,196.80	\$1,219.20	\$1,240.80	\$1,268.80	\$1,291.20	\$1,313.60	\$1,338.40	\$1,362.40
	Hourly Rate:	\$14.65	\$14.96	\$15.24	\$15.51	\$15.86	\$16.14	\$16.42	\$16.73	\$17.03
2	Annual Salary:	\$33,530	\$34,154	\$34,861	\$35,568	\$36,254	\$36,920	\$37,586	\$38,334	\$39,000
	Bi-Weekly Pay:	\$1,289.60	\$1,313.60	\$1,340.80	\$1,368.00	\$1,394.40	\$1,420.00	\$1,445.60	\$1,474.40	\$1,500.00
	Hourly Rate:	\$16.12	\$16.42	\$16.76	\$17.10	\$17.43	\$17.75	\$18.07	\$18.43	\$18.75
3	Annual Salary:	\$36,795	\$37,523	\$38,334	\$39,042	\$39,832	\$40,539	\$41,288	\$42,099	\$42,765
	Bi-Weekly Pay:	\$1,415.20	\$1,443.20	\$1,474.40	\$1,501.60	\$1,532.00	\$1,559.20	\$1,588.00	\$1,619.20	\$1,644.80
	Hourly Rate:	\$17.69	\$18.04	\$18.43	\$18.77	\$19.15	\$19.49	\$19.85	\$20.24	\$20.56
4	Annual Salary:	\$40,435	\$41,288	\$42,141	\$42,931	\$43,722	\$44,616	\$45,427	\$46,218	\$47,112
	Bi-Weekly Pay:	\$1,555.20	\$1,586.00	\$1,620.80	\$1,651.20	\$1,681.60	\$1,716.00	\$1,747.20	\$1,777.60	\$1,812.00
	Hourly Rate:	\$19.44	\$19.85	\$20.26	\$20.64	\$21.02	\$21.45	\$21.84	\$22.22	\$22.65
5	Annual Salary:	\$44,491	\$45,490	\$46,446	\$47,507	\$48,464	\$49,442	\$50,440	\$51,480	\$52,416
	Bi-Weekly Pay:	\$1,711.20	\$1,749.60	\$1,786.40	\$1,827.20	\$1,864.00	\$1,901.60	\$1,940.00	\$1,980.00	\$2,016.00
	Hourly Rate:	\$21.39	\$21.87	\$22.33	\$22.84	\$23.30	\$23.77	\$24.25	\$24.75	\$25.20
6	Annual Salary:	\$49,858	\$50,898	\$52,000	\$53,123	\$54,246	\$55,349	\$56,451	\$57,512	\$58,677
	Bi-Weekly Pay:	\$1,917.60	\$1,957.60	\$2,000.00	\$2,043.20	\$2,086.40	\$2,128.80	\$2,171.20	\$2,212.00	\$2,256.80
	Hourly Rate:	\$23.97	\$24.47	\$25.00	\$25.54	\$26.08	\$26.61	\$27.14	\$27.65	\$28.21
7	Annual Salary:	\$55,744	\$57,138	\$58,469	\$59,738	\$61,131	\$62,442	\$63,752	\$65,083	\$66,414
	Bi-Weekly Pay:	\$2,144.00	\$2,197.60	\$2,248.80	\$2,297.60	\$2,351.20	\$2,401.60	\$2,452.00	\$2,503.20	\$2,554.40
	Hourly Rate:	\$26.80	\$27.47	\$28.11	\$28.72	\$29.39	\$30.02	\$30.65	\$31.29	\$31.93
8	Annual Salary:	\$62,421	\$63,898	\$65,395	\$66,893	\$68,349	\$69,867	\$71,365	\$72,821	\$74,298
	Bi-Weekly Pay:	\$2,400.80	\$2,457.60	\$2,515.20	\$2,572.80	\$2,628.80	\$2,687.20	\$2,744.80	\$2,800.80	\$2,857.60
	Hourly Rate:	\$30.01	\$30.72	\$31.44	\$32.16	\$32.86	\$33.59	\$34.31	\$35.01	\$35.72
9	Annual Salary:	\$69,909	\$71,760	\$73,653	\$75,525	\$77,438	\$79,290	\$81,182	\$83,034	\$84,906
	Bi-Weekly Pay:	\$2,688.60	\$2,760.00	\$2,832.80	\$2,904.80	\$2,978.40	\$3,049.60	\$3,122.40	\$3,193.60	\$3,265.60
	Hourly Rate:	\$33.61	\$34.50	\$35.41	\$36.31	\$37.23	\$38.12	\$39.03	\$39.92	\$40.82
10	Annual Salary:	\$80,330	\$82,493	\$84,594	\$86,715	\$88,837	\$91,042	\$93,184	\$95,306	\$97,469
	Bi-Weekly Pay:	\$3,089.60	\$3,172.80	\$3,253.60	\$3,335.20	\$3,416.80	\$3,501.60	\$3,584.00	\$3,665.60	\$3,748.80
	Hourly Rate:	\$38.62	\$39.66	\$40.67	\$41.69	\$42.71	\$43.77	\$44.80	\$45.82	\$46.86
11	Annual Salary:	\$92,331	\$94,848	\$97,302	\$99,757	\$102,253	\$104,696	\$107,162	\$109,616	\$112,133
	Bi-Weekly Pay:	\$3,551.20	\$3,648.00	\$3,742.40	\$3,836.80	\$3,932.80	\$4,026.40	\$4,121.60	\$4,216.00	\$4,312.80
	Hourly Rate:	\$44.39	\$45.60	\$46.78	\$47.96	\$49.16	\$50.33	\$51.52	\$52.70	\$53.91

Effective July 1, 2012
No step increase; 2% COLA

St. Mary's County Salary Schedule - Engineering

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Annual Salary:	\$45,885	\$47,070	\$48,277	\$49,442	\$50,648	\$51,792	\$52,998	\$54,226	\$55,390	\$56,555
Bi-Weekly Pay:	\$1,764.80	\$1,810.40	\$1,856.80	\$1,901.60	\$1,948.00	\$1,992.00	\$2,038.40	\$2,085.60	\$2,130.40	\$2,175.20
Hourly Rate:	\$22.06	\$22.63	\$23.21	\$23.77	\$24.35	\$24.90	\$25.48	\$26.07	\$26.63	\$27.19
Annual Salary:	\$57,866	\$59,509	\$61,173	\$62,837	\$64,501	\$66,165	\$67,766	\$69,514	\$71,115	\$72,779
Bi-Weekly Pay:	\$2,225.60	\$2,288.80	\$2,352.80	\$2,416.80	\$2,480.80	\$2,544.80	\$2,606.40	\$2,673.60	\$2,735.20	\$2,799.20
Hourly Rate:	\$27.82	\$28.61	\$29.41	\$30.21	\$31.01	\$31.81	\$32.58	\$33.42	\$34.19	\$34.99
Annual Salary:	\$65,312	\$67,392	\$69,410	\$71,448	\$73,486	\$75,525	\$77,626	\$79,581	\$81,661	\$83,699
Bi-Weekly Pay:	\$2,512.00	\$2,592.00	\$2,669.60	\$2,748.00	\$2,826.40	\$2,904.80	\$2,985.60	\$3,060.80	\$3,140.80	\$3,219.20
Hourly Rate:	\$31.40	\$32.40	\$33.37	\$34.35	\$35.33	\$36.31	\$37.32	\$38.26	\$39.26	\$40.24
Annual Salary:	\$76,814	\$79,414	\$82,098	\$84,656	\$87,235	\$89,877	\$92,456	\$95,098	\$97,656	\$100,318
Bi-Weekly Pay:	\$2,954.40	\$3,054.40	\$3,157.60	\$3,256.00	\$3,355.20	\$3,456.80	\$3,556.00	\$3,657.60	\$3,756.00	\$3,858.40
Hourly Rate:	\$36.93	\$38.18	\$39.47	\$40.70	\$41.94	\$43.21	\$44.45	\$45.72	\$46.95	\$48.23

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Annual Salary:	\$57,762	\$58,968	\$60,133	\$61,298	\$62,483	\$63,690	\$64,813	\$66,061	\$67,246	\$68,515
Bi-Weekly Pay:	\$2,221.60	\$2,268.00	\$2,312.80	\$2,357.60	\$2,403.20	\$2,449.60	\$2,492.80	\$2,540.80	\$2,586.40	\$2,635.20
Hourly Rate:	\$27.77	\$28.35	\$28.91	\$29.47	\$30.04	\$30.62	\$31.16	\$31.76	\$32.33	\$32.94
Annual Salary:	\$74,402	\$76,107	\$77,750	\$79,394	\$81,078	\$82,722	\$84,386	\$86,070	\$87,755	\$89,398
Bi-Weekly Pay:	\$2,861.60	\$2,927.20	\$2,990.40	\$3,053.60	\$3,118.40	\$3,181.60	\$3,245.60	\$3,310.40	\$3,375.20	\$3,438.40
Hourly Rate:	\$35.77	\$36.59	\$37.38	\$38.17	\$38.98	\$39.77	\$40.57	\$41.38	\$42.19	\$42.98
Annual Salary:	\$85,779	\$87,838	\$89,856	\$91,957	\$93,954	\$95,950	\$98,010	\$100,048	\$102,149	\$104,250
Bi-Weekly Pay:	\$3,299.20	\$3,378.40	\$3,456.00	\$3,536.80	\$3,613.60	\$3,690.40	\$3,769.60	\$3,848.00	\$3,928.80	\$4,009.60
Hourly Rate:	\$41.24	\$42.23	\$43.20	\$44.21	\$45.17	\$46.13	\$47.12	\$48.10	\$49.11	\$50.12
Annual Salary:	\$102,939	\$105,498	\$108,202	\$110,718	\$113,360	\$115,981	\$118,602	\$121,181	\$123,781	\$126,443
Bi-Weekly Pay:	\$3,959.20	\$4,057.60	\$4,161.60	\$4,258.40	\$4,360.00	\$4,460.80	\$4,561.60	\$4,660.80	\$4,760.80	\$4,863.20
Hourly Rate:	\$49.49	\$50.72	\$52.02	\$53.23	\$54.50	\$55.76	\$57.02	\$58.26	\$59.51	\$60.79

Effective July 1, 2012
No step increase; 2% COLA

St. Mary's County Salary Schedule - Information Technology

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Annual Salary:	\$37,253	\$38,210	\$39,187	\$40,144	\$41,101	\$42,099	\$43,014	\$43,992	\$44,928	\$45,885
Bi-Weekly Pay:	\$1,432.80	\$1,469.60	\$1,507.20	\$1,544.00	\$1,580.80	\$1,619.20	\$1,654.40	\$1,692.00	\$1,728.00	\$1,764.80
Hourly Rate:	\$17.91	\$18.37	\$18.84	\$19.30	\$19.76	\$20.24	\$20.68	\$21.15	\$21.60	\$22.06
Annual Salary:	\$47,362	\$48,693	\$50,086	\$51,480	\$52,790	\$54,163	\$55,515	\$56,867	\$58,219	\$59,571
Bi-Weekly Pay:	\$1,821.60	\$1,872.80	\$1,926.40	\$1,980.00	\$2,030.40	\$2,083.20	\$2,135.20	\$2,187.20	\$2,239.20	\$2,291.20
Hourly Rate:	\$22.77	\$23.41	\$24.08	\$24.75	\$25.38	\$26.04	\$26.69	\$27.34	\$27.99	\$28.64
Annual Salary:	\$55,661	\$57,387	\$59,176	\$60,923	\$62,650	\$64,418	\$66,165	\$67,933	\$69,659	\$71,365
Bi-Weekly Pay:	\$2,140.80	\$2,207.20	\$2,276.00	\$2,343.20	\$2,409.60	\$2,477.60	\$2,544.80	\$2,612.80	\$2,679.20	\$2,744.80
Hourly Rate:	\$26.76	\$27.59	\$28.45	\$29.29	\$30.12	\$30.97	\$31.81	\$32.66	\$33.49	\$34.31
Annual Salary:	\$68,203	\$70,366	\$72,467	\$74,610	\$76,752	\$78,936	\$81,016	\$83,117	\$85,259	\$87,402
Bi-Weekly Pay:	\$2,623.20	\$2,706.40	\$2,787.20	\$2,869.60	\$2,952.00	\$3,036.00	\$3,116.00	\$3,196.80	\$3,279.20	\$3,361.60
Hourly Rate:	\$32.79	\$33.83	\$34.84	\$35.87	\$36.90	\$37.95	\$38.95	\$39.96	\$40.99	\$42.02
Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Annual Salary:	\$46,842	\$47,798	\$48,755	\$49,816	\$50,710	\$51,688	\$52,666	\$53,581	\$54,558	\$55,598
Bi-Weekly Pay:	\$1,801.60	\$1,838.40	\$1,875.20	\$1,916.00	\$1,950.40	\$1,988.00	\$2,025.60	\$2,060.80	\$2,098.40	\$2,138.40
Hourly Rate:	\$22.52	\$22.98	\$23.44	\$23.95	\$24.38	\$24.85	\$25.32	\$25.76	\$26.23	\$26.73
Annual Salary:	\$60,944	\$62,296	\$63,669	\$64,979	\$66,373	\$67,683	\$69,098	\$70,429	\$71,760	\$73,174
Bi-Weekly Pay:	\$2,344.00	\$2,396.00	\$2,448.80	\$2,499.20	\$2,552.80	\$2,603.20	\$2,657.60	\$2,708.80	\$2,760.00	\$2,814.40
Hourly Rate:	\$29.30	\$29.95	\$30.61	\$31.24	\$31.91	\$32.54	\$33.22	\$33.86	\$34.50	\$35.18
Annual Salary:	\$73,133	\$74,880	\$76,586	\$78,333	\$80,059	\$81,765	\$83,491	\$85,259	\$87,027	\$88,774
Bi-Weekly Pay:	\$2,812.80	\$2,880.00	\$2,945.60	\$3,012.80	\$3,079.20	\$3,144.80	\$3,211.20	\$3,279.20	\$3,347.20	\$3,414.40
Hourly Rate:	\$35.16	\$36.00	\$36.82	\$37.66	\$38.49	\$39.31	\$40.14	\$40.99	\$41.84	\$42.68
Annual Salary:	\$89,565	\$91,666	\$93,808	\$95,950	\$98,072	\$100,256	\$102,378	\$104,499	\$106,662	\$108,826
Bi-Weekly Pay:	\$3,444.80	\$3,525.60	\$3,608.00	\$3,690.40	\$3,772.00	\$3,856.00	\$3,937.60	\$4,019.20	\$4,102.40	\$4,185.60
Hourly Rate:	\$43.06	\$44.07	\$45.10	\$46.13	\$47.15	\$48.20	\$49.22	\$50.24	\$51.28	\$52.32

St. Mary's County Salary Schedule - Corrections

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Correctional Officer										
CO	Annual Salary: \$39,728	\$40,539	\$41,413	\$42,245	\$43,035	\$43,826	\$44,720	\$45,573	\$46,405	\$47,258
VO1	Bi-Weekly Pay: \$1,528.00	\$1,559.20	\$1,592.80	\$1,624.80	\$1,655.20	\$1,685.60	\$1,720.00	\$1,752.80	\$1,784.80	\$1,817.60
	Hourly Rate: \$19.10	\$19.49	\$19.91	\$20.31	\$20.69	\$21.07	\$21.50	\$21.91	\$22.31	\$22.72
Correctional Officer First Class										
CO I	Annual Salary: \$44,470	\$45,386	\$46,322	\$47,237	\$48,110	\$49,067	\$50,003	\$50,877	\$51,771	\$52,728
VO2	Bi-Weekly Pay: \$1,710.40	\$1,745.60	\$1,781.60	\$1,816.80	\$1,850.40	\$1,887.20	\$1,923.20	\$1,956.80	\$1,991.20	\$2,028.00
	Hourly Rate: \$21.38	\$21.82	\$22.27	\$22.71	\$23.13	\$23.59	\$24.04	\$24.46	\$24.89	\$25.35
Corporal										
CO II	Annual Salary: \$46,800	\$47,798	\$48,797	\$49,816	\$50,710	\$51,730	\$52,728	\$53,726	\$54,662	\$55,640
VO3	Bi-Weekly Pay: \$1,800.00	\$1,838.40	\$1,876.80	\$1,916.00	\$1,950.40	\$1,989.60	\$2,028.00	\$2,066.40	\$2,102.40	\$2,140.00
	Hourly Rate: \$22.50	\$22.98	\$23.46	\$23.95	\$24.38	\$24.87	\$25.35	\$25.83	\$26.28	\$26.75
Sergeant										
CO III	Annual Salary: \$50,107	\$51,106	\$52,229	\$53,206	\$54,288	\$55,349	\$56,389	\$57,408	\$58,490	\$59,509
VO4	Bi-Weekly Pay: \$1,927.20	\$1,965.60	\$2,008.80	\$2,046.40	\$2,088.00	\$2,128.80	\$2,168.80	\$2,208.00	\$2,249.60	\$2,288.80
	Hourly Rate: \$24.09	\$24.57	\$25.11	\$25.58	\$26.10	\$26.61	\$27.11	\$27.60	\$28.12	\$28.61
Lieutenant										
CO IV	Annual Salary: \$54,517	\$55,640	\$56,722	\$57,949	\$59,051	\$60,216	\$61,360	\$62,442	\$63,606	\$64,646
VO5	Bi-Weekly Pay: \$2,096.80	\$2,140.00	\$2,181.60	\$2,228.80	\$2,271.20	\$2,316.00	\$2,360.00	\$2,401.60	\$2,446.40	\$2,486.40
	Hourly Rate: \$26.21	\$26.75	\$27.27	\$27.86	\$28.39	\$28.95	\$29.50	\$30.02	\$30.58	\$31.08
Captain										
CO V	Annual Salary: \$64,085	\$65,395	\$66,747	\$68,078	\$69,389	\$70,741	\$72,072	\$73,403	\$74,714	\$76,086
VO7	Bi-Weekly Pay: \$2,464.80	\$2,515.20	\$2,567.20	\$2,618.40	\$2,668.80	\$2,720.80	\$2,772.00	\$2,823.20	\$2,873.60	\$2,926.40
	Hourly Rate: \$30.81	\$31.44	\$32.09	\$32.73	\$33.36	\$34.01	\$34.65	\$35.29	\$35.92	\$36.58

Effective July 1, 2012
No step increase; 2% COLA

St. Mary's County Salary Schedule - Corrections

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Correctional Officer										
CO	Annual Salary:	\$48,069	\$48,859	\$49,754	\$50,565	\$51,459	\$52,250	\$53,082	\$53,893	\$54,725
VO1	Bi-Weekly Pay:	\$1,848.80	\$1,879.20	\$1,913.80	\$1,944.80	\$1,979.20	\$2,009.60	\$2,041.60	\$2,072.80	\$2,104.80
	Hourly Rate:	\$23.11	\$23.49	\$23.92	\$24.31	\$24.74	\$25.12	\$25.52	\$25.91	\$26.31
										\$26.65
Correctional Officer First Class										
CO I	Annual Salary:	\$53,622	\$54,558	\$55,474	\$56,410	\$57,346	\$58,219	\$59,114	\$60,112	\$61,048
VO2	Bi-Weekly Pay:	\$2,062.40	\$2,098.40	\$2,133.60	\$2,169.60	\$2,205.60	\$2,239.20	\$2,273.60	\$2,312.00	\$2,348.00
	Hourly Rate:	\$25.78	\$26.23	\$26.67	\$27.12	\$27.57	\$27.99	\$28.42	\$28.90	\$29.35
										\$29.82
Corporal										
CO II	Annual Salary:	\$58,576	\$57,554	\$58,594	\$59,530	\$60,486	\$61,506	\$62,442	\$63,461	\$64,418
VO3	Bi-Weekly Pay:	\$2,176.00	\$2,213.60	\$2,253.60	\$2,290.00	\$2,326.40	\$2,365.60	\$2,401.60	\$2,440.80	\$2,477.60
	Hourly Rate:	\$27.20	\$27.67	\$28.17	\$28.62	\$29.08	\$29.57	\$30.02	\$30.51	\$30.97
										\$31.43
Sergeant										
CO III	Annual Salary:	\$60,549	\$61,630	\$62,650	\$63,710	\$64,771	\$65,811	\$66,830	\$67,954	\$68,931
VO4	Bi-Weekly Pay:	\$2,328.80	\$2,370.40	\$2,409.60	\$2,450.40	\$2,491.20	\$2,531.20	\$2,570.40	\$2,613.60	\$2,651.20
	Hourly Rate:	\$29.11	\$29.63	\$30.12	\$30.63	\$31.14	\$31.64	\$32.13	\$32.67	\$33.14
										\$33.63
Lieutenant										
CO IV	Annual Salary:	\$65,832	\$66,955	\$68,099	\$69,243	\$70,387	\$71,531	\$72,696	\$73,798	\$74,901
VO5	Bi-Weekly Pay:	\$2,532.00	\$2,575.20	\$2,619.20	\$2,663.20	\$2,707.20	\$2,751.20	\$2,796.00	\$2,838.40	\$2,880.80
	Hourly Rate:	\$31.65	\$32.19	\$32.74	\$33.29	\$33.84	\$34.39	\$34.95	\$35.48	\$36.01
										\$36.59
Captain										
CO V	Annual Salary:	\$77,438	\$78,749	\$80,101	\$81,453	\$82,763	\$84,115	\$85,446	\$86,715	\$88,088
VO7	Bi-Weekly Pay:	\$2,978.40	\$3,028.80	\$3,080.80	\$3,132.80	\$3,183.20	\$3,235.20	\$3,286.40	\$3,335.20	\$3,388.00
	Hourly Rate:	\$37.23	\$37.86	\$38.51	\$39.16	\$39.79	\$40.44	\$41.08	\$41.69	\$42.35
										\$43.03

Effective July 1, 2012
No step increase; 2% COLA

St. Mary's County Salary Schedule - Law Enforcement

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
DEP 1	Annual Salary: \$42,307 Bi-Weekly Pay: \$1,627.20 Hourly Rate: \$20.34	\$44,450 \$1,709.60 \$21.37	\$46,779 \$1,799.20 \$22.49	\$49,213 \$1,892.80 \$23.66	\$51,958 \$1,998.40 \$24.98	\$52,894 \$2,034.40 \$25.43	\$53,830 \$2,070.40 \$25.88	\$54,891 \$2,111.20 \$26.39	\$56,971 \$2,191.20 \$27.39	\$58,074 \$2,233.60 \$27.92
MO1										
DFC 2	Annual Salary: \$45,178 Bi-Weekly Pay: \$1,737.60 Hourly Rate: \$21.72	\$47,549 \$1,828.80 \$22.86	\$50,086 \$1,926.40 \$24.08	\$52,853 \$2,032.80 \$25.41	\$55,765 \$2,144.80 \$26.81	\$56,763 \$2,183.20 \$27.29	\$57,824 \$2,224.00 \$27.80	\$58,968 \$2,268.00 \$28.35	\$61,110 \$2,350.40 \$29.38	\$62,296 \$2,396.00 \$29.95
MO2										
CPL 7	Annual Salary: \$48,339 Bi-Weekly Pay: \$1,859.20 Hourly Rate: \$23.24	\$50,960 \$1,960.00 \$24.50	\$53,726 \$2,066.40 \$25.83	\$56,680 \$2,180.00 \$27.25	\$59,842 \$2,301.60 \$28.77	\$60,965 \$2,344.80 \$29.31	\$62,109 \$2,388.80 \$29.86	\$63,294 \$2,434.40 \$30.43	\$65,541 \$2,520.80 \$31.51	\$66,789 \$2,568.80 \$32.11
MO7										
SGT 3	Annual Salary: \$51,854 Bi-Weekly Pay: \$1,994.40 Hourly Rate: \$24.93	\$54,683 \$2,103.20 \$26.29	\$57,699 \$2,219.20 \$27.74	\$60,902 \$2,342.40 \$29.28	\$64,314 \$2,473.60 \$30.92	\$65,499 \$2,519.20 \$31.49	\$66,706 \$2,565.60 \$32.07	\$67,974 \$2,614.40 \$32.68	\$70,325 \$2,704.80 \$33.81	\$71,677 \$2,756.80 \$34.46
MO3										
LT 4	Annual Salary: \$55,619 Bi-Weekly Pay: \$2,139.20 Hourly Rate: \$26.74	\$58,718 \$2,258.40 \$28.23	\$61,984 \$2,384.00 \$29.80	\$65,437 \$2,516.80 \$31.46	\$69,056 \$2,656.00 \$33.20	\$70,429 \$2,708.80 \$33.86	\$71,677 \$2,756.80 \$34.46	\$73,070 \$2,810.40 \$35.13	\$75,483 \$2,903.20 \$36.29	\$76,960 \$2,960.00 \$37.00
MO4										
CAPT 5	Annual Salary: \$65,125 Bi-Weekly Pay: \$2,504.80 Hourly Rate: \$31.31	\$68,578 \$2,637.60 \$32.97	\$72,218 \$2,777.60 \$34.72	\$76,086 \$2,926.40 \$36.58	\$80,122 \$3,081.60 \$38.52	\$81,557 \$3,136.80 \$39.21	\$82,992 \$3,192.00 \$39.90	\$84,594 \$3,253.60 \$40.67	\$87,214 \$3,354.40 \$41.93	\$88,878 \$3,418.40 \$42.73
MO5										
MAJ 6	Annual Salary: \$69,722 Bi-Weekly Pay: \$2,681.60 Hourly Rate: \$33.52	\$73,445 \$2,824.80 \$35.31	\$77,355 \$2,975.20 \$37.19	\$81,453 \$3,132.80 \$39.16	\$85,800 \$3,300.00 \$41.25	\$87,339 \$3,359.20 \$41.99	\$88,920 \$3,420.00 \$42.75	\$90,626 \$3,485.60 \$43.57	\$93,350 \$3,590.40 \$44.88	\$95,139 \$3,659.20 \$45.74
MO6										

Effective July 1, 2012
No step increase; 2% COLA

St. Mary's County Salary Schedule - Law Enforcement

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
DEP 1 MO1	Annual Salary: \$59,176 Bi-Weekly Pay: \$2,276.00 Hourly Rate: \$28.45	\$60,299 \$2,319.20 \$28.99	\$61,464 \$2,364.00 \$29.55	\$62,629 \$2,408.80 \$30.11	\$63,856 \$2,456.00 \$30.70	\$65,104 \$2,504.00 \$31.30	\$66,352 \$2,552.00 \$31.90	\$67,642 \$2,601.60 \$32.52	\$68,952 \$2,652.00 \$33.15	\$70,262 \$2,702.40 \$33.78
DFC 2 MO2	Annual Salary: \$63,461 Bi-Weekly Pay: \$2,440.80 Hourly Rate: \$30.51	\$64,688 \$2,488.00 \$31.10	\$65,915 \$2,535.20 \$31.69	\$67,205 \$2,584.80 \$32.31	\$68,515 \$2,635.20 \$32.94	\$69,846 \$2,686.40 \$33.58	\$71,157 \$2,736.80 \$34.21	\$72,530 \$2,789.60 \$34.87	\$73,965 \$2,844.80 \$35.56	\$75,379 \$2,899.20 \$36.24
CPL 7 MO7	Annual Salary: \$68,037 Bi-Weekly Pay: \$2,616.80 Hourly Rate: \$32.71	\$69,368 \$2,668.00 \$33.35	\$70,720 \$2,720.00 \$34.00	\$72,093 \$2,772.80 \$34.66	\$73,486 \$2,826.40 \$35.33	\$74,922 \$2,881.60 \$36.02	\$76,357 \$2,936.80 \$36.71	\$77,792 \$2,992.00 \$37.40	\$79,290 \$3,049.60 \$38.12	\$80,766 \$3,106.40 \$38.83
SGT 3 MO3	Annual Salary: \$73,070 Bi-Weekly Pay: \$2,810.40 Hourly Rate: \$35.13	\$74,485 \$2,864.80 \$35.81	\$75,962 \$2,921.60 \$36.52	\$77,355 \$2,975.20 \$37.19	\$78,811 \$3,031.20 \$37.89	\$80,330 \$3,089.60 \$38.62	\$81,869 \$3,148.80 \$39.36	\$83,429 \$3,208.80 \$40.11	\$85,051 \$3,271.20 \$40.89	\$86,674 \$3,333.60 \$41.67
LT 4 MO4	Annual Salary: \$78,416 Bi-Weekly Pay: \$3,016.00 Hourly Rate: \$37.70	\$79,893 \$3,072.80 \$38.41	\$81,432 \$3,132.00 \$39.15	\$82,971 \$3,191.20 \$39.89	\$84,573 \$3,252.80 \$40.66	\$86,174 \$3,314.40 \$41.43	\$87,818 \$3,377.60 \$42.22	\$89,502 \$3,442.40 \$43.03	\$91,229 \$3,508.80 \$43.86	\$92,976 \$3,576.00 \$44.70
CAPT 5 MO5	Annual Salary: \$90,584 Bi-Weekly Pay: \$3,484.00 Hourly Rate: \$43.55	\$92,310 \$3,550.40 \$44.38	\$94,120 \$3,620.00 \$45.25	\$95,888 \$3,688.00 \$46.10	\$97,739 \$3,759.20 \$46.99	\$99,632 \$3,832.00 \$47.90	\$101,525 \$3,904.80 \$48.81	\$103,480 \$3,980.00 \$49.75	\$105,477 \$4,056.80 \$50.71	\$107,515 \$4,135.20 \$51.69
MAJ 6 MO6	Annual Salary: \$96,928 Bi-Weekly Pay: \$3,728.00 Hourly Rate: \$46.60	\$98,862 \$3,802.40 \$47.53	\$100,776 \$3,876.00 \$48.45	\$102,669 \$3,948.80 \$49.36	\$104,645 \$4,024.80 \$50.31	\$106,704 \$4,104.00 \$51.30	\$108,742 \$4,182.40 \$52.28	\$110,822 \$4,262.40 \$53.28	\$113,006 \$4,346.40 \$54.33	\$115,170 \$4,428.60 \$55.37

Effective July 1, 2012
No step increase; 2% COLA

TAX INFORMATION

ST. MARY'S COUNTY TAX RATES

Tax	Basis	FY2012 Approved Rate	FY2013 Approved Rate
Property Tax	Per \$100 of assessed value	0.857	0.857
Local Income Tax	Percentage of taxable income	3.00%	3.00%
Admissions & Amusement Tax	Percentage of receipts	2%	2%
Recordation Tax	Per each \$500 of value when property is sold and title recorded	\$4.00	\$4.00
Transfer Tax	Property transfer value	1%	1%
Trailer Park Tax	Space rental receipts	10%	10%
Cable T.V. Franchise Tax	Percentage of subscriber revenues	5%	5%
911 Fee (Local)	Monthly telephone bill	75¢	75¢
Public Accommodations Tax	Percentage of transient charge	5%	5%
Energy Taxes:			
Electricity Tax	% of the billed unit charge per kilowatt-hour	1.25%	1.25%
Fuel Oil	% of the billed unit charge per gallon	1.25%	1.25%
Liquefied Petroleum	% of the billed unit charge per gallon	1.25%	1.25%
Natural Gas	% of the billed unit sales	1.25%	1.25%
Impact Fees:			
Schools	Per residential dwelling unit	\$3,375	\$3,375
Parks	Per residential dwelling unit	\$675	\$675
Roads	Per residential dwelling unit	\$450	\$450
Total Impact Fees		\$4,500	\$4,500

COMPARISON OF SELECTED TAXES AND FEES BY SUBDIVISION - FY2012

Subdivision	Real Property Tax (1)	Homestead Property Tax Credit	Local Income Tax (2)	Recorda- tion Tax	Local Transfer Tax	Admissions & Amusement Tax	Trailer Park Tax	Local "911" Fee	Hotel/ Motel Tax	Single Dwelling Impact Fee	Residential Energy Taxes	Cable Tax
ALLEGANY	0.9820	7%	3.05%	\$3.25	0.5%	7.5%	15.0%	\$0.75	8.0%	None	.30 / ton coal	5.0%
ANNE ARUNDEL	0.910	2%	2.49%	\$3.50	1.0%	10.0%	7.5%	\$0.75	7.0%	\$ 9,958	0.015 / gallon	5.0%
BALTIMORE CITY	2.268	4%	3.20%	\$5.00	1.5%	10.0%	0.0%	\$0.75	9.5%	None	.002442 / kwh	5.0%
BALTIMORE COUNTY	1.100	4%	2.83%	\$2.50	1.5%	10.0%	7.0%	\$0.75	8.0%	None	.00530 / kwh - nr	5.0%
CALVERT	0.892	10%	2.80%	\$5.00	0.0%	1.0%	20.0%	\$0.75	5.0%	\$ 12,950	0.0%	5.0%
CAROLINE	0.870	5%	2.63%	\$5.00	0.5%	0.0%	\$15.00	\$0.75	5.0%	\$850 to \$1,500	0.0%	5.0%
CARROLL	1.028	5%	3.05%	\$5.00	0.0%	10.0%	\$ 10.00	\$0.75	5.0%	\$ 6,836	0.0%	5.0%
CECIL	0.940	8%	2.80%	\$4.10	\$10/deed	6.0%	\$20.00	\$0.75	3.0%	None	0.0%	5.0%
CHARLES	1.003	7%	2.90%	\$5.00	0.0%	10.0%	\$15/mo	\$0.75	5.0%	\$ 12,361	0.00%	5.0%
DORCHESTER	0.976	5%	2.62%	\$5.00	0.75%	5.0%	15.0%	\$0.75	5.0%	\$ 3,555	0.00%	0.0%
FREDERICK	0.936	5%	2.96%	\$6.00	0.0%	5-5%	15.0%	\$0.75	3.0%	\$ 15,185	0.00%	0.0%
GARRETT	0.990	5%	2.65%	\$3.50	1.0%	4.5%	15.0%	\$0.75	5.0%	None	.3 / ton coal	0.0%
HARFORD	1.042	5%	3.06%	\$3.30	1.0%	5.0%	\$10/mo	\$0.75	0.0%	\$ 6,000	0.00%	3.0%
HOWARD	1.014	5%	3.20%	\$2.50	10.0%	7.5%	10.0%	\$0.75	7.0%	1.04/1.19 sf	0.00%	5.0%
KENT	1.022	5%	2.85%	\$3.30	0.5%	4.5%	0.0%	\$0.75	5.0%	None	0.00%	3.0%, 5.0%
MONTGOMERY	0.946	10%	3.20%	\$3.45	.25-6%	7.0%	0.0%	\$0.75	7.0%	regional rates	.01335 / kwh	5.0%
PRINCE GEORGE'S	0.960	4%	3.20%	\$2.50	1.4%	10.0%	\$5/mo	\$0.75	5.0%	\$14,682/\$8,565	.007454 / kwh	0.0%
QUEEN ANNE'S	0.847	5%	3.20%	\$4.95	0.5%	5.0%	0.0%	\$0.75	5.0%	\$4.5 / sf	0.00%	5.0%
ST. MARY'S **	0.857	5%	3.00%	\$4.00	1.0%	2.0%	10.0%	\$0.75	5.0%	\$ 4,500	1.25% / unit	5.0%
SOMERSET	0.884	10%	3.15%	\$3.30	0.0%	4.0%	0.0%	\$0.75	5.0%	None	0.00%	3.0%
TALBOT	0.448	0%	2.25%	\$6.00	1.0%	5.0%	\$50/qtr	\$0.75	4.0%	\$ 6,321	0.00%	2.0%
WASHINGTON	0.948	5%	2.80%	\$3.80	0.5%	3-6%	15.0%	\$0.75	6.0%	\$3 / SQ FT	0.00%	0.0%
WICOMICO	0.769	5%	3.10%	\$3.50	0.0%	6.0%	15.0%	\$0.75	6.0%	\$ 5,231	0.00%	5.0%
WORCESTER	0.700	3%	1.25%	\$3.30	0.5%	3.0%	18.0%	\$0.75	4.5%	None	0.00%	0.0%

(1) Per \$100 of assessed value.

Many counties levy special service property taxes by district. (St. Mary's County has an additional Fire tax of 2.4 to 5.0 cents depending upon election district and Rescue tax ranging from .8 to 1.7 cents.)

(2) As percent of Maryland State taxable income.

Source: Budgets, Tax Rates, & Selected Statistics, Fiscal Year 2012 Maryland Association of Counties, published February 22, 2012

Impact of Local Taxes

Using Average Values and Income for St. Mary's County

Average Residential Property Taxpayer

Fair Market Value		\$273,000 *
Current Property Tax Bill:	Rate per \$100	
County Property Tax	0.857	\$2,340
Fire Tax	0.041	112
Rescue Tax	0.009	25
Emergency Services Support Tax	0.016	44
Total		<u>\$ 2,520</u>

Average St. Mary's County Personal Income Tax Return

Adjusted Gross Income		\$76,200 **
Net Taxable Income		\$58,385 **
Net County Income Tax	3.00%	\$ 1,752

* Based on average value of homes sold in FY2011 from Department of Assessments and Taxation.

**Based on 37,808 taxable returns filed for tax year 2010

Source: Income Tax Summary Report, Tax Year 2010, State Comptroller's Office.

ST. MARY'S COUNTY PROPERTY TAX RATES

FISCAL YEAR	APPROVED TAX RATE	CONSTANT YIELD TAX RATE
1994	2.27	2.19
1995	2.18	2.18
1996	2.13	2.13
1997	2.11	2.11
1998	2.08	2.08
1999	2.08	2.05
2000	2.08	2.02
2001	2.27	2.03
2002	.908	.883
2003	.908	.889
2004	.908	.887
2005	.878	.880
2006	.872	.833
2007	.857	.812
2008	.857	.791
2009	.857	.782
2010	.857	.798
2011	.857	.8192
2012	.857	.8607
2013	.857	.8608

The recommended property tax rate for FY2013 is \$.857 per \$100 of assessed valuation. This is \$.0038 lower than the "constant yield" tax rate, which is certified to the County by the State Department of Assessments and Taxation letter of February 9, 2012. The "constant yield" rate is that rate necessary to offset any overall increase/decrease in the level of assessments on existing properties.

The estimated revenue yield from each 1¢ on the property tax rate is approximately \$1,172,220.

The difference in the tax rate from tax year 2001 to 2002 reflects the change to the rate from 40% to 100% assessed value.

The reduction of the rate from tax year 2004 to 2005 coincides with the implementation of the emergency services support tax and adding the rescue tax.

ST. MARY'S COUNTY ASSESSABLE PROPERTY BASE

	BUDGET ESTIMATE FY2012	BUDGET ESTIMATE FY2013
<hr/> Real Property-Full Value:		
Full Year	\$11,140,426,055	\$11,199,209,260
Half Year		62,250,740
Business Personal Property	153,200,000	153,200,000
Public Utilities	107,107,000	104,206,000
 Total Assessable Base	 \$11,400,733,055	 \$11,518,866,000

Source: State Department of Assessments and Taxation, Constant Yield Letter dated 2/09/2012
And SDAT website for personal and public utilities as of 3/31/2012.

DEBT AND FUND BALANCE

DEBT

The St. Mary's County Code requires that the budget include a statement of the bonded and other indebtedness of the County government and its agencies, including self-liquidating and special taxing district debts. The following statement of long-term obligations is included in the Annual Financial Statement and Independent Auditors' Report of the County Commissioners of St. Mary's County for the year ended June 30, 2011.

Another statement is included which summarizes the legal debt margin of the County under existing law. Section 27-11 of the Code of St. Mary's County provides that the aggregate amount of bonds outstanding at any one time may not exceed 2% upon the assessable basis of the County. Excluded from the debt limitation calculation are bonds issued for special taxing districts or self-liquidating projects (e.g. Hospital Bonds). Also included is information regarding debt capacity and, and some key debt affordability measures are discussed.

FUND BALANCE

Included are selected pages from the most recent audited financial statements regarding fund balance. These include: a schedule summarizing the key elements of fund balance, as reported, and a brief discussion of the designations.

As a part of our FY2013 budget process, we developed a multi-year plan to use the unassigned fund balance. The plan addresses current needs, commits the funds to pay for things now that will reduce our operating budget in future years, and yet maintains the flexibility for the next several years to address developments in the economy, BRAC, or further State actions.

The June 30, 2011 audit reflects an unassigned general fund balance of \$30,156,455. This is the result of actions and events that occurred beginning in FY2007 and FY2008, when due to the economy, the County experienced significant positive variances in several revenue accounts, attributable to the robust activity in the real estate market and double digit increases in assessed values. Not all of the revenue variances were committed to fund recurring operating costs, because they were at levels well above what could be expected on a recurring basis. For example, in FY2008, recordation tax reached \$13,000,000; in FY2013 that revenue is \$4,500,000. As the economic downturn took place, these revenues were saved to help address the economic downturn that was taking shape, including severe cuts in funding and costs shifted from the State. We took a variety of actions to cut expenses, including freezing or eliminating positions; deferral of the sale of bonds to save debt service in the initial year; eliminating planned vehicle replacement, etc. The fund balance consists of about 1/3 saved revenues and 1/3 cost saving measures. In addition, in FY2011, we had a positive variance in income tax revenue of almost \$12 million. The distributions by the State during each year are based on income tax data that is almost 2 years old. While they distributed \$72 million to us, the State reported in November 2011 that our 2010 income tax (the latest available) was \$65 million. That gap between cash the State distributed and the State reports of our income tax is a concern. So as we commit revenues to our recurring costs, we are using the local economic reality – St. Mary's County tax returns – to develop revenue estimates.

It is tempting to use fund balance for recurring costs, and hope for a much improved picture next year. But this is not a short term problem. State allocations like the \$7 million in highway user funds are virtually gone. If anything, there will be more costs shifted to us by the State – because there is still a structural imbalance. Given the volatility of the economy, the significance of State legislation, the potential impact of cuts to federal defense spending and BRAC, and the general economy, the Board determined that a multi-year plan to use unassigned fund balance was warranted.

We intend to apply the fund balance in ways that will reduce future annual operating costs for periods up to 20 years. For example, using fund balance instead of bonds for a capital project already in the plan translates to annual cost savings in debt service of \$750,000 for every \$10 million applied. Similar savings can be achieved by applying fund balance to pay down the accrued liability for unfunded retiree health benefits. The plan developed uses the fund balance over a 4 year period. However, the plan doesn't apply all of that fund balance because we believe it is also important to have the flexibility to address needs such as Hurricane Irene, as and when they arise. Unassigned fund balance can help avoid sudden disruption or elimination of services, by allowing time for a plan to be developed to address such changes or cost shifts from the State. And, given the still uncertain economy, it can help the County to weather negative revenue results for a limited period of time.

The FY2013 Approved Budget uses about \$10,560,000 of the fund balance

\$1,060,000 to fund the accrued liability for retiree health benefits for the housing employees, since the Housing Authority will be an independently operating entity

\$7.5 million for a capital project for BRAC infrastructure improvements. With a potential BRAC in 2015, this project will allow the County to respond quickly to infrastructure needs

\$1,000,000 each for supplemental payments to the County and Board of Education retiree health (OPEB) trusts – to reduce the unfunded liability

The plan incorporates the following future uses:

FY2014

\$1,000,000 for supplemental funding of the County retiree health (OPEB) trust

\$2,000,000 for supplemental funding of the Board of Education retiree health (OPEB) trust

FY2015

\$1,000,000 for supplemental funding of the County retiree health (OPEB) trust

\$2,000,000 for supplemental funding of the Board of Education retiree health (OPEB) trust

\$800,000 to fund the acquisition of furniture and equipment associated with the renovation and expansion of the Adult Detention Center

FY2016

\$10 million to fund planned capital projects with pay-go instead of bonds

With each subsequent budget, we will evaluate the assumptions upon which the plan was developed to determine whether it needs to be revised. Applying funds to the BOE OPEB trust must be accompanied by a BOE plan to incorporate the annual required contribution into their budget process.

The County Commissioners for St. Mary's County
Notes to Financial Statements
June 30, 2011

7. Long-term obligations (continued)

Primary Government (continued)

The annual requirements to amortize all debt outstanding as of June 30, 2011, including interest of \$32,897,603, except for the accrued landfill closure and postclosure costs, accumulated unpaid leave benefits, exempt financing, surplus property debt and Maryland Water Quality Loans, are as follows:

Governmental Activities			
<u>Years Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2012	\$8,885,764	\$4,330,156	\$13,215,920
2013	9,220,221	4,010,857	13,231,078
2014	7,457,598	3,713,001	11,170,599
2015	7,719,225	3,437,351	11,156,576
2016	7,979,500	3,150,612	11,130,112
2017-2021	42,295,164	10,551,301	52,846,465
2022-2026	22,490,577	3,148,043	25,638,620
2027-2031	7,668,284	556,282	8,224,566
2032-2036	100,194	0	100,194
2037	14,000	0	14,000
Total	\$113,830,527	\$32,897,603	\$146,728,130

A summary of the totals above by debt type is as follows:

	General			Special		
	Obligation Bonds	Hospital Bonds	State Loans	Assessment Fund		Total
Principal	\$ 96,770,000	\$ 14,985,000	\$ 1,769,463	\$ 306,064	\$	113,830,527
Interest	27,715,133	5,182,470	0	0		32,897,603
	\$ 124,485,133	\$ 20,167,470	\$ 1,769,463	\$ 306,064	\$	146,728,130

**Note that this is a copy of page 60 from the County Commissioners of St. Mary's County, MD
- FY2011 Audited Financial Statements**

DEBT AFFORDABILITY

Debt affordability is evaluated from both a legal and a financial perspective. St Mary's County is one of a number of jurisdictions, which has established a legal limitation on the amount of debt, which the government can incur. In Chapter 27 of the St. Mary's Code, the legal debt limitation is based on the aggregate amount of debt outstanding at any one time, which may not exceed 2% of the County's assessable property tax base. Excluded from this calculation are bonds issued for projects to be paid from other than county government sources. These other sources currently consist of special-taxing districts, St. Mary's Hospital, Wicomico Golf Course Enterprise Fund, and the St. Mary's Nursing Center.

A legal ceiling on debt, however, is just a part of the determination of debt affordability. There is a need to examine the economics of debt, not just its legality. Under the most favorable circumstances, a local government's debt is:

- proportional in size and rate of growth to its tax base;
- does not extend past the useful life of the facilities that it finances;
- is not used to balance the operating budget;
- does not require repayment schedules that put excessive burdens on operating expenditures;
- not so high as to jeopardize the government's credit rating.

Evaluations of the County's credit worthiness by the three major credit rating agencies (Moody's Investors Service, Standard & Poor's, and Fitch) in November 2009 resulted in the conclusion that debt levels were moderate, debt service requirements were manageable, amortization of outstanding debt was rapid, and that overall debt was within various parameters established for assessing debt burden. The agencies recognized the pressures on the county capital plan as the result of population growth and the need for significant infrastructure improvements. However, the agencies felt that with the growing economy in St. Mary's County and with continued strong management performance, that the debt position would remain manageable.

The County's ratings currently are AA+ for Fitch, AA for Standard & Poor's and Aa2 for Moody's Investors Service. These ratings apply to all outstanding general obligation bond debt.

There are two key debt affordability measures that the County considers in developing its operating and capital budgets and will closely monitor in the future. These are:

- Outstanding general obligation bond debt as a percent of the assessable base

St. Mary's County Legal Debt Limit	2.0%
St. Mary's County 7/1/2012 Debt Percentage	0.90%
- General Fund Debt Service as a percent of General Fund Expenditures

Debt Affordability Benchmark	12.0%
St. Mary's County Debt Policy	10.0%
St. Mary's County FY 2013	6.29%

Current projections indicate that based on the FY2013 Capital Budget and 5 year plan, the County will stay well within the parameters set by this Board of County Commissioners in connection with its debt affordability study. It is the Board's intention to continue to monitor debt affordability measures in the context of the entire County financial position, and to continue to manage the balance between programmatic needs and fiscal affordability.

ST. MARY'S COUNTY LEGAL DEBT MARGIN UNDER EXISTING LAW

Estimated July 1, 2012 assessed property value	\$11,456,615,260
Legal debt limit	2%
Borrowing limitation under the law	\$229,132,305
Outstanding debt issued as of July 1, 2012	\$91,946,008
Debt margin as of July 1, 2012	\$137,186,297
Ratio of debt to assessed property value	.80%

Note:

The St. Mary's County Code requires that the aggregate amount of bonds outstanding at any one time may not exceed 2% of the assessable property base of the County. Excluded from this calculation are bonds issued for projects to be paid from other than County government sources (e.g., special-taxing districts, St. Mary's Hospital, St. Mary's Nursing Center). The County's ratio of debt to estimated assessed property value as of 7/1/12 is estimated to be .80%. By comparison, the ratio as of 7/1/11 was .89%. Based on the plan, and other assumptions, the ratio is estimated to range from .80% to 1.09% in the 6 year capital plan.

The legal debt limit must be analyzed in conjunction with other debt affordability measures such as debt service as a percent of general fund revenues, debt per capita, and debt as a percentage of per capita personal income. A review by the Department of Finance of these debt affordability measures in comparison to credit industry benchmarks and to other counties indicates that St. Mary's County is currently well within reasonable outstanding debt limits. The ratio of debt service to the operating budget stays well below the 10% required by the County's debt policy. The ratio for FY2012 was 6.15%. Based on the capital plan, and other assumptions, the ratio is expected to be 6.29% in FY2013, and is expected to range from 6.29% to 8.07% in the 6 year plan.

The County Commissioners for St. Mary's County
Notes to Financial Statements
June 30, 2011

8. Fund balances

A summary of the nonspendable, restricted, committed, assigned and unassigned fund balances as of June 30, 2011 is as follows:

	Special Revenue Funds				Debt Service Fund	
	General Fund	Fire & Rescue Revolving	Emergency Support	Special Assessments	Capital Projects Fund	
Nonspendable						
Inventory	\$823,119					
Total Nonspendable	\$823,119					
Restricted						
Domestic Violence Programs	1,065					
County Matching Funds for Approved Grants	261,814					
Revenues Specified for Capital Projects						
Agricultural Preservation						234,000
Transfer Tax						7,811,184
County Paygo						2,613,095
Roads- Impact Fees						42,749
Roads- Mitigation						4,252
Parks- Impact fees						223,004
Schools- Impact Fees						382,558
Critical Area- Mitigation						160,205
Forest Planting- Mitigation						83,474
Total Restricted	\$262,879					\$11,554,521
Committed						
Encumbrances						499,093
Appropriation for FY2012 budget, operating, non-recurring costs	682,611					
Bond rating reserve (6%)	11,892,240					
Other, Net, Including bonds and grants	40,125	649,283	1,287,465			16,514,902
Total Committed	\$12,614,976	\$649,283	\$1,287,465			\$17,013,995
Assigned	\$2,651,885	\$0	\$122,450	(\$421,018)		\$3,549,798
Unassigned	30,156,455	0	0	0		0
Total Fund Balances (deficit)	\$46,509,314	\$649,283	\$1,409,915	(\$421,018)		\$32,118,314

Note that this is a copy of page 72 from the County Commissioners of St. Mary's County, MD - FY2011 Audited Financial Statements

The County Commissioners for St. Mary's County
Notes to Financial Statements
June 30, 2011

8. Fund balances (continued)

The non-spendable fund balance includes:

Encumbrances - The amount of outstanding purchase orders at June 30, 2011.

Inventory - The amount of inventory at June 30, 2011, carried as an asset.

The restricted fund balance includes:

Domestic violence programs - The amount of marriage license fees committed for domestic violence programs, by resolution.

County matching funds for approved grants - The amount of county funding that is committed as a match to grants that were budgeted in FY2010, but for which the period extends beyond June 30, 2010. These funds will be needed to meet the obligations of the grant.

Revenues appropriated for capital projects - The amount of revenue collected to date, but which has been obligated through the budget process for specific capital projects, and which will be used for future capital project expenses.

The committed fund balance includes:

Other - The principal component corresponds to capital project expenditures already incurred which were budgeted to be funded through the sale of bonds. The sale of these bonds occurred in November 2009. To a lesser extent, this also reflects grants that have been reflected as a source of funding but which have not yet been spent.

The debt service fund assigned fund balance includes:

Retirement of long-term obligations - The amount of future revenue (collections) of Special Assessments that is legally restricted to expenditures for specified purposes. This future revenue will be used for the retirement of long-term obligations.

The general fund assigned fund balance is composed of:

Rainy Day Fund	\$1,625,000
Encumbrances	534,294
Miscellaneous revolving fund	492,591
	<u>\$2,651,885</u>

The unassigned fund balance includes \$12 million of unallocated FY2011 unreserved undesignated fund balance that was intentionally not appropriated for the FY2012 budget by the Board, in anticipation of using it to offset State revenue reductions in FY2012 and beyond. The disposition of the balance will be considered as a part of the FY2013 budget process and beyond.

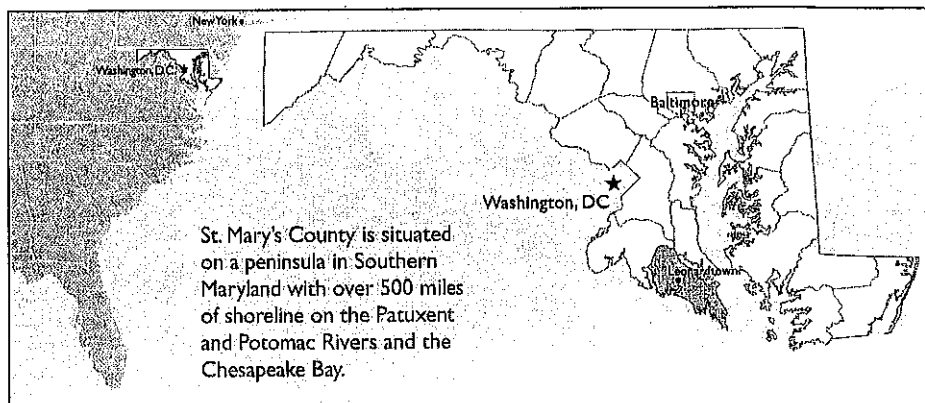
*Note that this is a copy of page 73 from the County Commissioners of St. Mary's County, MD
- FY2011 Audited Financial Statements*

BRIEF ECONOMIC FACTS

ST. MARY'S COUNTY, MARYLAND

St. Mary's County is situated on a peninsula in Southern Maryland with over 500 miles of shoreline on the Patuxent River, Potomac River and Chesapeake Bay. The Naval Air Station, Patuxent River, employing 22,400 military, civilians and defense contractors, is home to the U.S. Naval Air Systems Command (NAVAIR), including the Naval Air Warfare Center Aircraft Division (NAWCAD). With over 200 high-tech aerospace and defense contractors, the county has emerged as a world-class center for maritime aviation research, development, testing, evaluation, and acquisition.

The area combines access to technology with a rich heritage and a myriad of outdoor sports and recreational opportunities. The county's location allows for easy access to major metropolitan areas while offering residents a high quality of life and affordable lifestyles.



St. Mary's County's 1,960 businesses employ 28,200 workers; over 40 of these businesses have 100 or more workers. Businesses include DynCorp International, Wyle, BAE Systems, SAIC, L-3, Lockheed Martin, Northrop Grumman, and many others. Non-defense employers include St. Mary's Hospital, St. Mary's College of Maryland, Burch Oil, and the Paul Hall Center for Maritime Training and Education.

LOCATION

Driving distance from Leonardtown:	Miles	Kilometers
Atlanta, Georgia	613	986
Baltimore, Maryland	81	131
Boston, Massachusetts	477	768
Chicago, Illinois	741	1,192
New York, New York	266	428
Philadelphia, Pennsylvania	177	284
Pittsburgh, Pennsylvania	277	446
Richmond, Virginia	95	152
Washington, DC	54	87

CLIMATE AND GEOGRAPHY

Yearly Precipitation (inches)	47.5
Yearly Snowfall (inches)	17.8
Summer Temperature (°F)	74.4
Winter Temperature (°F)	37.4
Duration of Freeze-Free Period (days)	199
Land Area (square miles)	372.5
Water Area (square miles)	37.7
Shoreline (miles)	536
Elevation (feet)	sea level to 192

POPULATION^{2,3}

	St. Mary's County Households	St. Mary's County Population	Maryland Population
2000	30,642	86,211	5,296,486
2010	37,604	105,151	5,773,552
2020*	48,575	129,100	6,276,300

*Projections

Selected places population (2010): California 11,857; Lexington Park 11,626; Golden Beach 3,796; Leonardtown 2,930; Mechanicsville 1,508; Charlotte Hall 1,420

POPULATION DISTRIBUTION³ (2010)

Age	Number	Percent
Under 5	7,580	7.2
5 - 19	23,215	22.1
20 - 44	35,337	33.6
45 - 64	28,238	26.9
65 and over	10,781	10.3
Total	105,151	100.0
Median age		36.0 years

ST. MARY'S COUNTY, MARYLAND

LABOR AVAILABILITY^{3,4,5} (BY PLACE OF RESIDENCE)

Civilian Labor Force (2011 avg.)	County	Labor Mkt. Area*
Total civilian labor force	54,098	178,562
Employment	50,914	168,124
Unemployment	3,184	10,438
Unemployment rate	5.9%	5.8%
Residents commuting outside the county to work (2008-2010)	Number 14,174	Percent 26.8%
Employment in selected occupations (2008-2010)		
Management, business, science and arts	22,081	43.7%
Service	8,106	16.0%
Sales and office	10,633	21.0%
Production, transp. and material moving	3,543	7.0%

* St. Mary's, Calvert and Charles counties

MAJOR EMPLOYERS^{6,7} (2011)

Employer	Product/Service	Employment
Naval Air Station Patuxent River*	Military installation	10,965
St. Mary's Hospital	Medical services	1,107
DynCorp International	Prof. and technical services	1,066
BAE Systems	Tech. products and services	850
Wyle	Technical research services	622
SAIC	Engineering, scientific, and management services	550
CSC	Prof. and technical services	500
L-3 Services Group	Systems engineering, mgmt.	472
St. Mary's College of Md.	Higher education	410
Lockheed Martin	Engineering services	402
Booz Allen Hamilton	Systems engineering, mgmt.	376
HMR of Maryland / Charlotte Hall	Nursing care	372
General Dynamics	Aeronautics, systems engr.	352
Walmart	Consumer goods	350
J.F. Taylor	Technology simulations	320
McKay's Foodland	Groceries	315
Food Lion	Groceries	284
McDonald's	Restaurants	270
Sabre Systems	Engineering services	256
Northrop Grumman	Systems and software devt.	250
ManTech International	Systems and software devt.	231
Burch Oil	Fuel oil	230
St. Mary's Nursing Center	Nursing care	211
Paul Hall Ctr. for Maritime Training and Education	Seamanship training	210

Excludes post offices, state and local governments; includes higher education

* Employee counts for federal and military facilities exclude contractors to the extent possible; embedded contractors may be included

EMPLOYMENT⁴ (2010 BY PLACE OF WORK)

Industry	Estab-lishments	Annual Avg. Empl.	Emp. %	Avg. Wkly. Wage
Federal government	43	8,371	20.3	\$1,892
State government	8	793	1.9	829
Local government	41	3,873	9.4	856
Private sector	1,961	28,187	68.4	946
Natural resources and mining	15	55	0.1	530
Construction	308	1,529	3.7	851
Manufacturing	41	520	1.3	1,031
Trade, transportation and utilities	432	6,587	16.0	692
Information	25	258	0.6	910
Financial activities	135	791	1.9	776
Professional and business services	435	9,964	24.2	1,467
Education and health services	194	4,105	10.0	823
Leisure and hospitality	208	3,422	8.3	256
Other services	168	956	2.3	542
Total	2,053	41,224	100.0	1,127

Includes civilian employment only

HOURLY WAGE RATES⁴ (2011)

Selected Occupations	Median	Entry	Experienced
Accountants	\$34.00	\$21.75	\$43.50
Aerospace engineers	52.50	36.50	58.25
Bookkeeping/accounting clerks	17.50	11.75	21.50
Computer support specialists	24.25	14.50	29.50
Computer systems analysts	41.00	26.25	49.25
Customer service representatives	13.50	9.25	17.75
Electrical engineers	47.00	35.50	55.00
Electronic engineering technicians	40.75	27.75	44.75
Freight, stock and material movers, hand	10.75	8.50	13.00
Industrial truck operators	15.75	12.00	18.75
Machinists	24.75	17.00	30.00
Network administrators	37.00	26.75	42.50
Packers and packagers, hand	8.50	7.75	11.75
Secretaries	17.75	12.50	21.00
Shipping/receiving clerks	12.00	9.75	15.75
Team assemblers	11.75	9.00	14.75

Wages are an estimate of what workers might expect to receive in Southern Maryland (Calvert, Charles and St. Mary's counties) and may vary by industry, employer and locality

ST. MARY'S COUNTY, MARYLAND

SCHOOLS AND COLLEGES^{3,8}

Educational Attainment - age 25 & over (2008-2010)

High school graduate or higher	89.6%
Bachelor's degree or higher	27.9%

Public Schools

Number: 17 elementary; 4 middle; 4 high
Enrollment: 17,271 (Sept. 2010)
Cost per pupil: \$12,082 (2009-2010)
Students per teacher: 15.4 (Oct. 2010)
High school career / tech enrollment: 1,528 (2011)
High school graduates: 1,154 (June 2010)

Private Schools

Number: 37 (Sept. 2010)

Higher Education (2010)	Enrollment	Degrees
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2-year institutions

Paul Hall Center for Maritime Training and Education	137	NA
College of Southern Maryland*	9,034	822

4-year institution

St. Mary's College of Maryland	2,019	480
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The University of Maryland University College and other national universities offer programs at the Frank Knox Center: George Washington University, Johns Hopkins University, the University of Maryland College Park, and ten other colleges and universities offer programs at the Southern Maryland Higher Education Center.

* Includes four campuses in Calvert, Charles and St. Mary's counties

TAX RATES⁹

	St. Mary's Co.	Maryland
Corporate Income Tax (2012)	none	8.25%
Base - federal taxable income		
Personal Income Tax (2012)	3.00%	2.0% - 5.5%*
Base - federal adjusted gross income		
*Graduated rate peaking at 5.5% on taxable income over \$500,000		
Sales & Use Tax (2012)	none	6.0%
Exempt - sales for resale; manufacturer's purchase of raw materials; manufacturing machinery and equipment; purchases of materials and equipment used in R&D and testing of finished products; purchases of computer programs for reproduction or incorporation into another computer program for resale		
Real Property Tax (FY 12)	\$0.857	\$0.112
Effective rate per \$100 of assessed value		
In addition to this rate, there are some miscellaneous taxes and/or special taxing areas in the county; in an incorporated area a municipal rate will also apply		
Business Personal Property Tax (FY 12)	\$2.143	none
Rate per \$100 of depreciated value		
Exempt - manufacturing and R&D machinery, equipment, materials and supplies; manufacturing, R&D and warehousing inventory		
Major Tax Credits Available		
Job Creation, R&D		

INCOME³ ((2003-2010))

Distribution	St. Mary's Co.	Percent Households Maryland	U.S.
Under \$25,000	12.3	15.6	24.0
\$25,000 - \$49,999	15.4	19.5	24.8
\$50,000 - \$74,999	17.3	18.2	18.5
\$75,000 - \$99,999	17.4	13.9	12.1
\$100,000 - \$149,999	22.0	17.6	12.2
\$150,000 - \$199,999	9.3	8.0	4.3
\$200,000 and over	6.2	7.2	4.1
Median household	\$81,726	\$70,017	\$51,222
Average household	\$93,742	\$90,800	\$70,116
Per capita	\$33,933	\$34,469	\$26,942
Total income (millions)	\$3,448	\$192,747	\$8,035,025

HOUSING^{2,3,10}

Occupied Units (2008-2010) 36,779 (73.0% owner occupied)

Housing Transactions (2010)	Units	Median Selling Price
All arms-length transactions	NA	NA
All multiple-listed properties*	1,045	\$275,000

*Excludes auctions and FSBO

BUSINESS AND INDUSTRIAL PROPERTY⁶

A variety of business sites are available in St. Mary's County. Industrial and office parks offer raw acreage, furnished office space and everything in between. Utilities including fiber-optic lines, public water, sewer, broadband service and natural gas are available at most locations.

High technology firms are clustered in and around Lexington Park. Major business parks include Wildewood, Lexington Park Corporate Center, Exploration, Expedition, Willows Run and Pine Hill. The greatest concentration of manufacturing is in St. Mary's Industrial Park in Hollywood, adjoining the regional airport.

St. Mary's County Department of Economic and Community Development maintains lists of available office, warehouse and industrial sites and space and publishes an annual directory of technology companies and resources. Both are available in PDF format on www.stmarysmd.com/decd.

Market Profile Data	Low	High	Average
Land - cost per acre			
Industrial	\$15,000	\$120,000	\$100,000
Office	\$25,000	\$500,000	\$225,000
Rental Rates - per square foot			
Warehouse / Industrial	\$3.50	\$12.00	\$10.00
Flex / R&D / Technology	\$8.00	\$14.00	\$11.00
Class A Office	\$16.50	\$25.00	\$19.25

ST. MARY'S COUNTY, MARYLAND

TRANSPORTATION

Highways: Maryland arteries in the county connect with U.S. 301, I-95 and I-495 (Washington D.C. Beltway)

Rail: The closest rail depot, CSX Transportation, is in adjacent Charles County at Waldorf

Truck: 51 local and long-distance trucking establishments are located in Southern Maryland

Water: Served by the Port of Baltimore, 50' channel; a leading U.S. automobile and break-bulk port; seven public terminals including the state-of-the-art Intermodal Container Transfer Facility; 81 miles from Leonardtown

Air: Served by Baltimore/Washington International Thurgood Marshall Airport (BWI), Washington Dulles International Airport and Ronald Reagan Washington National Airport; St. Mary's County Regional Airport (www.stmarysmd.com/dpw/airport) is available for private planes; 4,150 ft runway

RECREATION AND CULTURE

Parks: Five state parks and 22 county parks, two year-round pools, boat ramps, beaches, fishing piers, tennis courts, picnic facilities, playgrounds, a skate park, and a disc golf course

Recreation and Leisure: Boating, sailing, fishing, camping, hiking, cycling, paddling trails, golf courses, and three motor sports venues; waterside restaurants and marinas dot the county's miles of shoreline; historic Leonardtown, the county seat, features a variety of shops, galleries, restaurants, a waterfront park and a winery

Sports and Athletics: Team sports include soccer, basketball, roller hockey, lacrosse, football, and baseball; sports venues include a gymnastics center, four county recreation centers, and a variety of public parks with sports fields

Attractions: St. Clement's Island, site of Maryland's founding; Historic St. Mary's City, Maryland's first capital and one of the nation's premier archaeological and outdoor living history museums; Point Lookout Lighthouse, Blackistone Lighthouse, Point No Point Lighthouse and Piney Point Lighthouse, the oldest lighthouse on the Potomac River; 18th-century Sotterley Plantation; and Patuxent River Naval Air Museum

Events: Over 50 festivals and fairs include the River Concert Series, Crab Festival, County Fair, Blessing of the Fleet, Oyster Festival/National Oyster Shucking Championships, Wine Festival and Monster Rockfish Festival

For more information, contact St. Mary's County Division of Tourism: 1.800.327.9023, <http://www.visitstmarysmd.com>

FEDERAL FACILITIES AND FUNDING³ (2010)

Direct Federal Expenditures or Obligations

	Total	Per Capita
Total	\$3,449,919,002	\$32,809
Defense	\$2,784,095,774	\$26,477
Non-defense	\$665,823,228	\$6,332

Major Federal Facility: Naval Air Station Patuxent River

UTILITIES

Electricity: Southern Maryland Electric Cooperative; customers of investor-owned utilities and major cooperatives may choose their electric supplier

Gas: Natural gas is available from Washington Gas; customers may choose their gas supplier

Water and Sewer: St. Mary's County Metropolitan Commission serves greater Lexington Park-Hollywood area and Piney Point; municipal system serves Leonardtown

Telecommunications: Local carrier is Verizon Maryland; cable internet or broadband service is available from MetroCast or Comcast; Long distance carriers include AT&T, Sprint Nextel, Verizon and others

GOVERNMENT¹¹

County Seat: Leonardtown

Government: Five commissioners elected for four-year terms; commissioner form of government limits county legislative power to areas authorized by the General Assembly
Francis J. (Jack) Russell, President, Board of County Commissioners 301.475.4200, ext. 1350
John W. Savich, County Administrator 301.475.4200, ext. 1320

Website: www.stmarysmd.com

County Delegation to Maryland General Assembly:

Roy P. Dyson, Senate Chair 410.841.3673

John L. Bohanan, Jr., House Chair 410.841.3227

U.S. Congressional Election District: 5th

County Bond Rating: AA (S&P); Aa2 (Moody's); AA+ (Fitch)

St. Mary's County Department of Economic and Community Development

23115 Leonard Hall Drive

P. O. Box 653, Potomac Building

Leonardtown, Maryland 20650

Telephone: 301.475.4200 x1400 • Toll free: 1.800.327.9023

Email: decdd@stmarysmd.com

www.stmarysmd.com/decdd

Sources:

- 1 National Oceanic and Atmospheric Administration and Maryland State Office of Climatology (30-year averages); Maryland Geological Survey
- 2 Maryland Department of Planning
- 3 U.S. Bureau of the Census
- 4 Maryland Department of Labor, Licensing and Regulation, Office of Workforce Information and Performance
- 5 U.S. Bureau of Labor Statistics
- 6 St. Mary's County Department of Economic and Community Development
- 7 Maryland Department of Business and Economic Development
- 8 Maryland State Department of Education; Maryland Higher Education Commission
- 9 Maryland State Department of Assessments and Taxation; Comptroller of the Treasury
- 10 Maryland Association of Realtors
- 11 Maryland State Archives; Maryland Association of Counties

CODE OF ST. MARY'S COUNTY

CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

27-1 Fiscal and tax year.

The fiscal or budget year and the tax year of the county shall begin on July 1, and shall end on June 30 of the succeeding year, unless otherwise prescribed by State Law.

27-2 Definitions.

In this chapter the following words have the meaning indicated:

CAPITAL BUDGET - The plan of the county to receive and expend funds for capital projects during the first fiscal year included in the capital program.

CAPITAL PROGRAM - The plan of the county to receive and expend funds for capital projects during the fiscal year covered by the capital budget and the next succeeding five (5) fiscal years thereafter.

CAPITAL PROJECT:

- (A) Any physical public betterment or improvement and any preliminary studies and surveys relative thereto;
- (B) The acquisition of property of a permanent nature for public use; and
- (C) The purchase of equipment for any public betterment or improvement when first constructed.

COUNTY GOVERNMENT - Includes all offices, courts, departments, institutions, corporations, boards, commissions, agencies and their officers, agents and employees who receive or disburse county funds.

CURRENT EXPENSE BUDGET - The plan of the county to receive and expend the funds for charges incurred for operation, maintenance, interest and other charges for the ensuing fiscal year.

27-3 Submission of lists of proposed projects by county agencies.

- (A) The county budget shall consist of the current expense budget, the capital budget and capital program and the budget message. It shall represent a complete financial plan for the county reflecting all receipts and disbursements from all sources, including all revenues, all expenditures and the surplus or deficit in the general and all special funds of the county government.
- (B) Annual work programs.
 - (1) When the Board of County Commissioners directs, each office, court, department, institution, board, commission, corporation or other agency of the county government shall submit to the Chief Financial Officer annual work programs setting forth the nature, volume, cost and other factors concerning the work to be performed and the estimates of the revenues and expenditures of their operations for the ensuing fiscal year. Estimated revenues shall be detailed as to source and estimated expenditures as to function, activity or otherwise, as directed by the Chief Financial Officer.
 - (2) The proposed current expense budget shall contain not less than the following information:
 - (a) A statement of all revenue estimated to be received by the county during the ensuing fiscal year, classified so as to show the receipts by funds and source of income;
 - (b) A statement of debt service requirement for the ensuing fiscal year;
 - (c) A statement of the estimated cash surplus, if any, available for expenditure during the ensuing fiscal year;
 - (d) A statement of the bonded and other indebtedness of the county government and its agencies, including self-liquidating and special taxing district debts;
 - (e) A detailed statement of the estimated receipts and budget outlays of the current ending fiscal year, listing such budgetary items by function, activity and subactivity, and a detailed statement of the recommended and approved expenditures for the ensuing fiscal year, listing such expenditures by function, activity, and subactivity; and
 - (f) Any other material which the County Commissioners may deem advisable.

CODE OF ST. MARY'S COUNTY

CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

(C) List of Capital Projects.

- (1) At whatever times the Board of County Commissioners may direct, each office, court, department, institution, board, commission, corporation, or other agency of the county government shall submit to the Chief Financial Officer for transmission to the Planning Commission an itemized list of the capital projects which each agency proposes to undertake in the ensuing fiscal year and the next succeeding five (5) fiscal years thereafter. After consideration by the Planning Commission, the Director of Planning and Zoning function shall transmit to the Chief Financial Officer the list of projects recommended by the Commission together with his recommendations on the projects to be undertaken in the periods aforesaid and estimates of the cost thereof. The County Commissioners, with the assistance of the Chief Financial Officer, shall consider such recommendations with the other budget proposals and shall recommend to the general public, together with the current expense budget, a complete capital budget and capital program.
- (2) The proposed capital budget and capital program shall be so arranged as to set forth clearly the plan of proposed capital projects to be undertaken in the ensuing fiscal year and in each of the next five (5) fiscal years and also the proposed means of financing them. The capital budget shall include a statement of the receipts anticipated during the ensuing fiscal year from all borrowing and from other sources for capital projects.

- (D) The budget message shall contain supporting summary tables and shall explain the proposed current expense budget and capital program, both in fiscal terms and in terms of work to be done. It shall outline the proposed financial policies of the county for the ensuing fiscal year and describe the important features of the current expense budget. It shall indicate any major changes in financial policies and in expenditures, appropriations and revenues, as compared with the fiscal year currently ending, and shall set forth the reasons for such changes. The message shall also include such other material as the County Commissioners may deem desirable.

27-4 Deadline for preparation and signing; inspection by public.

Before April 1 in each year, the County budget shall have been prepared and signed by a majority of the Board of County Commissioners. At least three (3) complete copies shall be open to inspection by the public during regular business hours at the office of the Board of County Commissioners. One (1) copy shall be supplied to each newspaper of general circulation in the county and to each county library.

27-5 Notice of hearings; hearing dates.

Upon approval of the proposed county budget, the Budget Officer of the county shall cause to be published in at least one (1) or more newspapers of general circulation published in the county, a notice of the places and times of the public hearings on the proposed budget. The hearings shall be held not less than twenty (20) nor more than forty (40) days after the date of the filing of the proposed budget.

27-6 Revisions after public hearing; adoption of budget.

After the public hearings specified in the preceding section, the Board of County Commissioners may revise the proposed budget and any part of it by increasing, decreasing, eliminating, or adding items. Items may not be consolidated in such a manner as to reduce the detailed statements of the appropriations. The Board of County Commissioners shall further be authorized to revise the schedule of anticipated receipts and estimated rates for general and special taxes. The annual budget and appropriation act shall be adopted by June 1, or if June 1 is a legal holiday, the first day thereafter. The adoption of the budget shall be by the affirmative vote of not less than three (3) members of the Board of County Commissioners.

27-7 Distribution of copies of budget; levy of taxes.

- (A) The budget, as adopted, shall be reproduced in sufficient copies for distribution, free of charge, to the press and the head of each office, department or agency of the county government. Copies of the budget shall likewise be given to any interested person on request. However, in order to discourage waste, the County Commissioners may prescribe a charge for each copy of the adopted budget, but that charge is not to exceed the actual cost of its reproduction.
- (B) The adopted budget shall take effect on the first day of the fiscal year to which it applies.
- (C) When the county budget shall have been finally adopted in the Annual Budget and Appropriation Act, the County Commissioners shall levy and cause to be raised the amount of taxes required by the budget in the manner provided by law so that the budget shall be balanced as to proposed income and expenditures.

CODE OF ST. MARY'S COUNTY

CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

27-8 Transfer of appropriations; unexpended and unencumbered appropriations.

- (A) Transfers of appropriations between general classifications of expenditures in the current expense budget may be authorized by the County Commissioners.
- (B) Interproject transfers of appropriations between capital projects in the capital budget may be authorized by the County Commissioners.
- (C) These provisions may not be construed to prevent the County Commissioners from providing interfund cash borrowing to meet temporary cash requirements nor to prevent reimbursements among funds to services rendered.
- (D) Unless otherwise provided by public general law, all unexpended and unencumbered appropriations in the current expense budget remaining at the end of the fiscal year shall revert to the county treasury. An appropriation for a capital project in the capital budget does not revert until the purpose for which the appropriation was made has been accomplished or abandoned. However, any capital project shall stand abandoned if three (3) fiscal years elapse without any expenditure from or encumbrance of that appropriation. The balances remaining to the credit of the completed or abandoned capital projects shall be available for appropriation in subsequent capital budgets.

27-9 Additional or emergency appropriations.

- (A) During any fiscal year, the County Commissioners, upon the recommendation of the Chief Financial Officer, by ordinance, may make additional, supplementary or emergency appropriations from contingent funds, from revenues received from anticipated sources but in excess of budget estimates therefor or from revenues received from sources not anticipated in the budget for the current fiscal year, provided that the Chief Financial Officer shall first certify, in writing, that such funds are available for such appropriation. A supplemental appropriation may not exceed the amount of the funds so certified.
- (B) To the extent that there are not any available unappropriated revenues to meet such emergency appropriations, the County Commissioners, by ordinance, may authorize the issuance of emergency notes which may be renewed from time to time. However, such notes and renewals shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made. The total of emergency appropriations in any fiscal year shall not exceed one percent (1%) of all appropriations, including those for debt service, made in the budget for such year.

27-10 Expenditures in excess of amounts appropriated.

An office, department, institution, board, commission or other agency of the county government during any fiscal year may not expend, or contract to expend, any money or incur any liability or enter into any contract, which by its terms involves the expenditure of money, for any purpose in excess of the amounts appropriated or allotted for the same general classification of expenditure in the budget for such fiscal year or in any supplemental appropriation as hereinabove provided. A payment may not be made nor any obligation or liability incurred, except for small purchases in an amount less than one hundred dollars (\$100.), unless the chief financial officer first certifies that the funds for the designated purpose are available. Any contract, verbal or written, made in violation of this section is null and void.

27-11 Percentage limitation for certain evidences of indebtedness; exceptions.

- (A) Unless and until otherwise provided by ordinance of the County Commissioners within the limitations provided by public general law, the aggregate amount of bonds and other evidences of indebtedness outstanding at any one time may not exceed two percent (2%) upon the assessable basis of the county. However, tax anticipation notes or other evidences of indebtedness having a maturity not in excess of twelve (12) months, bonds or other evidences of indebtedness issued or guaranteed by the county payable primarily or exclusively from taxes levied in or on or other revenues of special taxing areas or districts heretofore or hereafter established by law, and bonds or other evidences of indebtedness issued for self-liquidating and other projects payable primarily or exclusively from the proceeds of assessments or charges for special benefits or services, are not subject to or to be included as bonds or evidences of indebtedness in computing or applying the percent limitation above provided.
- (B) All bonds or other evidences of indebtedness issued under the authority of the Sanitary Commission Act shall be construed as exempt, under Subsection A above, from the percent limitation in this section provided but shall continue as heretofore to be subject to the percent limitation as from time to time provided in said Act.
- (C) All bonds or other evidences of indebtedness issued by the County Commissioners for the benefit of St. Mary's Hospital of St. Mary's County may not be included as bonds or other evidences of indebtedness in computing or applying the percent limitation provided in Subsection A of this section.

GLOSSARY

Accounting System	The total structure of records and procedures which are used to record, classify, and report information on the financial position and operations of a governmental unit.
Accrual Basis of Accounting	The method of accounting under which revenues are recorded when earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).
Appropriation	An authorization granted by a legislative body to incur obligations and make expenditures for specific purposes within a specific time frame.
Appropriation Ordinance	The official enactment by the Board of County Commissioners establishing the legal authority for officials to obligate and expend resources.
Appropriation Phase	Different distinct stages of a capital improvements project requiring commitment of funds, usually over multiple fiscal years (i.e., land acquisition, architect/engineering, construction, inspection, utilities, equipment).
Assessable Tax Base	The total valuation placed upon real and personal property, less certain exemptions, by the State Department of Assessments and Taxation for the purposes of levying property taxes. The Board of County Commissioners determines the tax rate to be applied against the tax base to generate tax revenues to support the annual budget.
Assessed Valuation	The valuation established for individual real estate or other property by the State for purposes of taxation.
Authorized Position	Employee positions authorized in the annual budget by the Board of County Commissioners. Position status will vary depending upon factors such as full or part-time status, merit system or contract position, etc.
Bond Rating	Evaluation of the credit quality of bonds usually made by independent rating services. Ratings generally measure the probability of the timely repayment of principal of and interest on municipal bonds. Before a bond issuance, rating agencies may require information on demographics, debt burden, economic base, finances and management structure. The information is evaluated and the bond issue is assigned a letter rating which reflects the creditworthiness of the bonds.
Bonds	A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date, together with periodic interest at a specified rate. Bonds are primarily used to finance capital projects.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.
Budget Calendar	The schedule of key dates which St. Mary's County follows in the preparation and adoption of the budget.
Budget Document	The document prepared by the Department of Finance to present the comprehensive financial program of the Board of County Commissioners. Included in the document are the Commissioner's budget message, the planned expenditures, estimated revenues, program and project descriptions, budget highlights, performance and workload indicators, various supporting schedules and other supplemental information. The County's long-term capital improvements program is also incorporated in the document.
Budget Message	A general discussion of the budget by the Board of County Commissioners which contains an overview of the approved budget, explains some of the principal budget issues and major items funded, and describes how the budget is financed.
Capital Budget	A plan of capital expenditures and the means of financing them usually based on the first year of the capital improvement program; represents the appropriation of bonds or operating revenue for improvements to facilities and other infrastructure.

GLOSSARY

Capital Improvements Program	A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures. Annually the Board of County Commissioners adopts a capital budget and five-year capital program.
Capital Improvements Fund	A fund created to account for all capital project expenditures and revenues.
Capital Project	Major construction, acquisition or renovation activities which add value to a government's physical assets or significantly increases useful life.
Cost-of-Living Adjustment (COLA)	An increase in salaries to offset the impact of inflation on compensation.
Debt Limit	The maximum amount of gross or net debt which is legally permitted. The St. Mary's County Code requires that the aggregate amount of bonds outstanding at any one time may not exceed two percent of the assessable property tax base of the County.
Debt Service	The required principal and interest payments due on debt issued by the County for financing long-term capital improvements according to a predetermined payment schedule.
Deficit	The excess of liabilities over assets or the excess of expenditures over revenues during a single accounting period.
Department	A basic organizational unit of a government which is functionally unique in its delivery of services.
Energy Tax	A local tax imposed on the sale of electricity, natural gas, liquefied petroleum gas, and fuel oil used or to be used in the County.
Encumbrances	A commitment of funds against an appropriation which may be in the form of a purchase order or contract. The encumbrance reserves the appropriated funds for a future expenditure. The total of expenditures and encumbrances for a department in a given fiscal year may not exceed its total appropriation.
Enterprise Fund	A fund established to account for operations that are financed and operated in a manner similar to business enterprises and where operations are entirely or predominantly self-supporting by user charges. Examples in St. Mary's County are two Recreation and Parks funds – one for various county-wide recreation programs and the other for operations of the County's public golf course.
Expenditures	The payment for goods delivered or services rendered and which decreases net financial resources.
Fire Tax	A separate ad valorem tax based upon property value which is used as a source of funding for the volunteer fire services in St. Mary's County. The tax is assessed per \$100 of assessed valuation and a separate tax rate is set for each election district.
Fiscal Year	A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. St. Mary's County's fiscal year begins on July 1 and ends on June 30 of the following year.
Fixed Assets	Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.
Fund	An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.
Fund Balance	The excess of the assets of a fund over its liabilities and reserves. A negative fund balance is sometimes called a deficit.
General Fund	The general operating fund that is used to account for all transactions of a governmental unit which are not accounted for in another fund. Generally, the governmental accounting fund that accounts for the ordinary operations of a governmental unit which are financed from taxes and other general revenues.
General Fund Transfer	In St. Mary's County this refers to the transfer of general fund current revenues from the operating budget to the capital budget to finance certain capital projects in lieu of borrowing funds. Utilizing current revenues instead of long-term financing is often referred to as "pay go".

GLOSSARY

General Obligation Bonds	Bonds that are secured by the full faith and credit of the issuing body and generally are considered to be payable from taxes and other general revenues.
Grade/Step	Refers to the placement on the St. Mary's County salary schedule and depends on the position classification and the individual employee status and longevity.
Grant	A contribution of assets by one governmental unit or entity to another unit. Typically, these contributions are made to local governments from the state and federal governments and are usually made to aid in the support of a specified function, but may also be for general purposes.
Homestead Tax Credit	A State property tax credit program that limits the increase in residential taxable assessments each year to a fixed percentage. Each county is required to limit taxable assessment increases to 10% or less.
Impact Fees	One-time charges assessed against new development that attempt to recover from the developer the capital cost of the additional public facilities needed to serve that development.
Income Tax	Until tax year 1999, the local rate was expressed as a percentage of the State personal income tax liability. Effective with tax year 1999, the ratio is expressed as a percentage of taxable income.
Investment	Securities purchased and held for the production of income in the form of interest and dividends. An investment instrument is the specific type of security which a government purchases and holds.
Modified Accrual	The basis of accounting under which expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). In St. Mary's County, the modified accrual basis of accounting is used by all governmental fund types which include the general fund.
Non-County Agencies	Those public entities, non-profit private entities, and private entity agents of County government which may receive some funding from the County government in support of their efforts but where no legal funding requirement exists.
Object of Expenditure	Expenditure classifications based upon the types of categories of goods and services purchased. In St. Mary's County government, this includes personal services, operating supplies, professional services, communications, transportation, utilities, repairs and maintenance, operating expenses, rentals, insurance, miscellaneous, and equipment and furniture. These objects of expenditures are delineated in more detail in the accounting system according to account elements.
Operating Budget	The annual budget which supports the day-to-day operations of the County government. Most of the expenditures occur in the general fund, but there are also some operational costs funded through enterprise and special revenue funds.
Operating Expenditures	The costs of day-to-day operations such as personnel, materials, and equipment required for a department to function.
Performance/Workload Indicator	Specific quantitative and qualitative measures of work performed or to be accomplished within an activity or program (e.g., total number of permits processed). Also, a specific quantitative measure of results obtained through an activity or program (e.g., percentage of library materials available within seven days of the request at a specific branch library).
Personal Services	Expenditures related to compensating employees, including salaries, wages, and fringe benefit costs.
Property Tax	Tax on the value of real and personal property and is levied almost exclusively by local governments. In Maryland, the State Department of Assessments and Taxation is responsible for the valuation and assessment of all property in the State. The local government is responsible for setting the tax rate to be applied to the property assessments to generate revenues in support of the local budget. The property tax is the major revenue source in Maryland county governments and is collected by the Treasurer.
Reserve	A portion of a fund's assets that is restricted for a specific purpose and not available for appropriation or expenditure.

GLOSSARY

Revenue	Funds that a government receives as income and represents an increase in net financial resources. These receipts may include tax payments, interest earnings, service charges, fees, grants, intergovernmental payments, and other miscellaneous sources.
Special Assessment Fund	A fund to account for the provision and financing of certain public improvements which primarily benefit particular taxpayers against whose properties special assessments are levied (e.g., shore erosion control districts). The special assessments fund the repayment of costs increased for the capital improvements, including debt service.
Special Revenue Fund	A fund used to account for revenues from specific taxes or other earmarked revenue sources which by law are designated to finance particular functions or activities of government.
State Agencies/	Certain organizational entities are either State agencies or legally independent Boards and not directly responsible to the Board of County Commissioners. However, the County is responsible for providing partial or full funding support. Examples include the Supervisors of Elections and the Board of Education.
Transfer Tax	A tax imposed on instruments transferring title to real property. Transfer tax revenues in St. Mary's County are a dedicated source of revenue for the capital budget.
User Charges	The payment of a fee for direct receipt of a public service by the party who benefits from the service.